

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, February 10, 2015. The meeting was called to order at 4:00 p.m.

1. Roll Call

Ms. Linda Flynn, Presiding
Mr. Anthony Marseglia
Laura S. Kirsch, Esq.
Ms. Kristi Izzo
Ms. Sonia Recarte
Ms. Robin Coles

Also Present

Ms. Sharon Castanteen, Director
Ms. Barbara Schuit, Assistant Director
Mrs. Ann Bowen, Principal Account Clerk

Ex-Officio

Mayor John P. Labrosse, Jr.

Not Present

Ms. Cindi Ortiz
Ms. Karen Lewis, Supt. of Schools

2. Meeting Notification Statement

1. One copy posted on the bulletin board of the Library
2. One copy filed with the City Clerk
3. One copy posted to the Library's Webpage
4. One copy sent to the Record

3. Approval of the Minutes of the January 13, 2015 Board Meeting

Ms. Izzo stated on page 5 in January 2015 minutes in the roll call box for the "Resolution for Library QPA" Cynthia Ortiz is marked absent which is incorrect.

On motion of Ms. Izzo, seconded by Ms. Kirsch, the Board approved the January 13, 2015 Board minutes as corrected.

4. Public Comment

No report

5. Committee Appointments: Ms. Flynn

Ms. Flynn asked the Trustees if anyone wanted to change their 2014 Committee Assignment.

The 2015 Committee assignments will remain the same.

6. Treasurer's Report: Ms. Kirsch

a. Report: Ms. Kirsch

	<u>January 2015</u>	<u>Year-to-Date</u>
Operating Account		
Income:	\$ 447,342.62	\$ 447,342.10
Disbursements:	\$ 254,170.83	254,170.83
Cash balance as of January 31, 2015		\$ 193,171.27
Capital Account:		
Income:	January 2015	\$ 4.74
Disbursements:	January 2015	\$ 0.00
Cash balance as of January 31, 2015		\$ 69,741.42
Donation Account:		
Income:	January 2015	\$ 300.78
Disbursements:	January 2015	\$ 00.00
Cash balance as of January 31, 2015		\$ 11,792.20

Librarians' Special Account

Income:	January 2015	\$	301.18
Disbursements:	January 2015	\$	190.00
Cash balance as of January 31, 2015		\$	17,532.61

Paver Account

Income:	January 2015	\$	0.15
Disbursements:	January 2015	\$	144.00
Cash balance as of January 31, 2015		\$	2,006.46

On motion of Ms. Izzo, seconded by Mr. Marseglia, the reports were accepted.

Ms. Kirsch said that the Paver Campaign has raised approximately \$31,000 - \$32,000 and there were expenses against this income.

Ms. Kirsch said that the Paver forms are now available at City Hall, and suggest the campaign be renewed in the spring.

b. Bills: Ms. Castanteen

February 2015 Budgetary Account Bills	\$143,383.76
February 2015 Librarian's Special Acct. Bills	150.00

On motion of Ms. Coles, seconded by Ms. Kirsch, the bills were approved for payment.

7. Budget and Finance Committee: Ms. Kirsch

Ms. Kirsch reported that there has been no definitive word from the City regarding the library's 2015 budget.

The library is working with the 2015 budget as presented to the City and would like to have some idea of the 2015 municipal appropriation to see what, if any, adjustments should be made.

Mayor Labrosse said he will be meeting this week to discuss the budget and will bring this question up.

8. Building and Grounds Committee: Ms. Kirsch

Ms. Kirsch said a Chevy 2500 van has been purchased, under the state contract, from Wall Chevrolet in Cherry Hill for \$24,000. It is metallic blue and should be available in about ten weeks.

A plumber was called to clean out a clogged sewer pipe.

Ballasts are being replaced on an ongoing basis.

Leaks in the basement storage area should be alleviated when we have the outside area regraded in the spring.

The bills for snow removal will be high due to the many storms.

Ms. Kirsch received a proposal from Mr. Iovino for \$6,000 for his professional services for the renovation of the cases in the Main Street corridor.

Ms. Castanteen recommended holding off on the project as only one light is out.

Mr. Marseglia said he thought that the scope of the project had been increased to include the whole area.

Ms. Kirsch said - it would be better to look into the cost to redo the lobby area all the way to the Main Reading Room. Ms. Kirsch stated that the carpeting is in miserable condition.

Ms. Castanteen will contact Mr. Iovino and request an estimate of the cost to renovate the entire area, floor, ceiling and cases.

Ms. Izzo asked that Ms. Kirsch email the Trustees the proposal from Mr. Iovino.

Ms. Kirsch said she would and will report any further progress at the next Board meeting.

Ms. Kirsch said the library is looking into upgrading the wireless system as it is greatly overloaded. When proposals for the upgrading are received they will be presented to the Board. The Board will need to discuss how to pay for the new system.

9. Personnel Committee: Mr. Marseglia

On motion of Ms. Izzo, seconded by Ms. Kirsch, the Board moved into Closed Session at 4:35 p.m. pursuant to the provisions of the Open Public Meeting Act. The Board discussions will be made public at the earliest possible date.

On motion of Mr. Marseglia, seconded by Ms. Recarte the Board moved back into Open Session at 4:40 p.m.

10. Community Affairs: Ms. Castanteen

Ms. Castanteen distributed the Adult Department brochures for February and the Junior Department brochures for February and March 2015.

The “Affordable Care Act Enrollment – Get Covered!” program is scheduled for Tuesdays and Thursdays February 3, 5, 10, and 12 at 9:30 a.m. to 3:00 p.m. and Saturdays 7 and 14 at 11:00 a.m. to 2:00 p.m.

“Take Control of Your Health” a 6 week workshop is scheduled for Wednesday February 11, 18, and 25 from 10:00 a.m. to 12:00 p.m. registration is required.

The program “I’m 55+ - what do I do Now” is scheduled for Wednesday February 18 from 1:30 to 3:30 p.m.

“Keep This, Toss That! is scheduled for Tuesday February 24 at 7:00 p.m.

The library has scheduled “Alexander and the Terrible, Horrible, No Good, Very Bad Day” for Thursday February 12 at 6:30 p.m.

“Jaws” will be shown on Thursday February 19 at 2:00 p.m.

“The Young Adult Books for Adults Book Club” will meet Saturday February 7; “Book Discussion Group” will meet on Saturday February 14 at 10:00 a.m.; and “Just the Facts: A Non-fiction-Only Book Club” will meet Saturday February 28 at 11:00 a.m.

Teen Tuesday events are scheduled for students in Grades 7 thru 12 will be held February 3; 10; 17 and 24. The events are free and registration is not required.

The library has scheduled “Inspect Your Gadget!” on Thursday mornings at 11:00 a.m.

Patrons can study for their driver's permit or license with free practice tests through the library's partnership with Driving-Tests.org.

The Display Cases have a collection of Black Dolls courtesy of Michelle Rice.

The Gallery Exhibit is presented by Mixed Media Art Work by Lori.

Citizenship and English Conversation classes are held weekly in the library.

Individual job assistance is available for online job searching.

Computer instruction and eBook Assistance is available in English and Spanish.

Free audiobook players are available to qualified patrons.

In February the Children's Department has scheduled "Reading With Rodney"; Tech Time", "Chess Club" "Video Games"; "Lego Day"; "Arts and Crafts"; and "Book Discussion."

11. Director's Report: Ms. Castanteen

a. Program Highlights: Ms. Castanteen

Ms. Castanteen reported that Cathy Folk-Pushee helped a patron, who wants to return to college, master how to do research on his computer.

Hackensack residents are allowed five individual sessions on how to use a computer.

The "Affordable Care Act Enrollment-Get Covered!" program had 66 people attend.

The "Keep This, Toss That!" a de-clutter program led by Jamie Novak from HGTV is always well attended.

b. Gifts and Letters of Appreciation

Ms. Castanteen reported that Valerie Clark, a former employee, sent a donation of \$100 to purchase materials for the 700 collection.

13. Old Business

No report

14. New Business

Ms. Flynn said she is recommending that the library join the message board for the schools.

If the schools in Hackensack have a weather-related closing or delay, the library should also close or delay.

15. Adjournment

On motion of Mr. Marseglia, seconded by Ms. Recarte, the meeting adjourned at 4:55 p.m.

Respectfully submitted

Sharon Castanteen
Assistant Secretary

Closed Session Minutes, February 10, 2015

9. Personnel Committee: Mr. Marseglia

On motion of Ms. Izzo, seconded by Ms. Kirsch, the Board moved into Closed Session at 4:35 p.m.

Personnel action for an employee was discussed.

On motion of Mr. Marseglia, seconded by Ms. Recarte the Board moved back into Open Session at 4:40 p.m.