

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, February 11, 2014. The meeting was called to order at 4:05 p.m.

1. Roll Call

Ms. Linda Flynn, Presiding
Mr. Anthony Marseglia
Ms. Cindi Ortiz
Laura S. Kirsch, Esq.
Ms. Kristi Izzo

Ms. Robin Coles

Also Present

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

Ex-Officio

Councilwoman Rose Greenman, Esq

Not Present

Ms. Sonia Recarte
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 14, 2014 Board Meeting

On motion of Mr. Marseglia, seconded by Ms. Coles, the minutes of the January 14, 2014 meeting were approved.

4. Public Comment

No report

5. Treasurer's Report: Ms. Kirsch

- a. Report: Ms. Kirsch

	<u>January 2014</u>	<u>Year-to-Date</u>
Budget Account:		
Income	\$567,802.11	\$567,802.11
Disbursements:	287,100.01	287,100.01
	Cash balance as of January 31, 2014	\$280,702.10

Librarian's Special Account:		
Income	191.09	17,574.52
Disbursements	225.00	1,405.10
	Cash balance as of January 31, 2014	\$ 16,169.42

Paver Account		
Income	.13	2,044.82
Disbursements	0.00	113.00
	Cash balance as of January 31, 2014	\$ 1,931.82

Capital Account		
Income	6.00	247,313.98
Disbursements	15,148.20	159,027.67
	Cash balance as of January 31, 2014	73,138.11

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

b. Bills: Ms. Castanteen

February 2014 Budgetary Account Bills	\$ 170,796.23
January 2014 Librarian's Special Acct. Bills	272.00

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

6. Budget and Finance Committee Report: Ms. Kirsch

a. Year-End Summary

Ms. Kirsch said the Year-End Summary is a report of dollars in, dollars out and our official cash balance. The summary will tie into the audit.

On motion of Ms. Izzo, seconded by Ms. Coles, the Year-end Summary was accepted.

7. Building and Grounds Committee: Ms. Kirsch

a. Dynamic Security's Proposal for Lockdown System

Ms. Castanteen reported she contacted other libraries about their lockdown systems, and it seems more thought is needed about installing this system in the library. There are other means

to accomplish the same results, such as replacing the crash bars on the doors with a different kind of locking system, or replacing the doors themselves.

Ms. Castanteen will contact the police department regarding other options that might be available.

Ms. Greenman suggested contacting the insurance company regarding any standards we would have to comply with.

Ms. Greenman asked Ms. Castanteen to send her the information and she will contact the City's insurance company.

Mr. Marseglia suggested Ms. Castanteen check with the local schools about their lockdown systems.

8. Policy Committee: Mr. Marseglia

a. Children's Internet Policy

Mr. Marseglia said there is a minor change to the Children's Internet Policy.

On motion of Mr. Marseglia, seconded by Ms. Ortiz, the revised Children's Internet Policy was approved.

9. Personnel Committee: Mr. Marseglia

Mr. Marseglia said Jeffrey Compesi was hired as a Security Guard for 15 hours per week at \$18 per hour to replace Emily Lyons who is on a leave of absence.

On motion of Mr. Marseglia, seconded by Ms. Ortiz, the Personnel Action was approved.

10. Community Affairs: Ms. Ortiz

Ms. Ortiz distributed the February 2014 Jr. Department and Adult Department brochures to the Trustees.

Ms. Ortiz reported that the Children's Department has scheduled "Mother Goose Time" on Wednesdays and Saturdays at 11:15 a.m. beginning February 19. A "Special Needs Story Hour" is scheduled for Saturdays at 1:00 p.m. beginning February 15. Grades 4 thru 6 can play Video Games" on Wednesdays at 3:30 p.m. The "Chess Club" for grades 2 thru 6 will meet on February 11 and 25 at 3:30 pm... "Robotics" was scheduled for Monday February 3. The "Lego Day" program for grades 2 and up was held on Thursday February 6 at 3:30 p.m. The "Magic Tree House Book Discussion Group" for grades 1 thru 3 will meet on Monday February 24 at 3:30 p.m. On February 10 the program "Valentines for Everyone" was open to children in grades 2 and up.

The program "Introduction to Guitar" will begin March 22 at 10:00 a.m. The eight week program will end with a Concert performance on May 17 at 2:30 p.m. Hackensack children ages 8 to 18 are welcome to register.

Adult programs for February include “Intro to Triathlon!” on Tuesday, February 4. “Love Yourself!-Take Care of Your Health” on Thursday February 13. Thursday Night February 20 at 6:30 p.m. the library will show the movie “All is Lost”. “Linked In” is scheduled for Thursday February 20 at 7:00 p.m. “De-clutter Your Dream Today!” on Tuesday February 25. “Self-Publishing 101” on Thursday, February 27. “Teen Book Club for Adult Readers” met on Saturday, February 1. The “Book Discussion Group” will meet on Saturday February 15. “Just The Facts: A Non-fiction Only Book Club” will meet on Saturday February 22. “Inspect Your Gadget!” meets Thursday morning from 11:00 to 12:00 p.m. The program “Borrow a Kindle” is open to Hackensack residents only. “Neighbors Helping Neighbors” meets on Fridays from 10:30 to 12:00 p.m. On the 3rd Thursday of the month the public is invited to meet with Congressman Garrett’s Representative in the Meeting Room of the Library.

On Tuesday February 11 at 7:00 p.m. the program “Looking Back and Moving Forward” will be in the library auditorium in celebration of Black History Month.

Teen Tuesdays are open to students in grades 7 thru 12. On February 25 there will be a meeting of the “Homework Club” from 3:15 to 4:30 p.m.

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

Interested patrons can sign up to receive news of upcoming library events via email.

Internet and Citizenship classes are available for interested patrons.

English Conversation Classes are being offered at the library for high-intermediate or advanced levels in English.

Patrons can get individual assistance and tutoring session for Computer and eBooks by contacting the library.

11. Librarian’s Report: Ms. Castanteen

a. Programs Highlights: Ms. Castanteen

Ms. Castanteen attended the “Frederic Morrow” program held on January 22. She said Arnold Brown, Bergen County Historian, Victor Carter, Professor at Fairleigh Dickinson University and Anthony Cureton, President of the Bergen County NAACP did a great job of presenting the many accomplishments of Mr. Morrow.

There were suggestions from the audience including having a “Morrow Day” or having a street named in his honor.

b. Trustee Education 2014

Ms. Castanteen said the state requires the Board to complete seven hours of continuing education.

Ms. Ortiz is attending a six hour seminar in March. The hours will count toward the state requirement.

Any Trustee who is interested can attend the BCCLS workshop on Thursday March 27 at 10:00 a.m.

c. Gifts and Letters of Appreciation: Ms. Castanteen

An email was received from a Hackensack patron thanking Kate for helping her understand and use Windows 8.

13. Old Business

No report

14. New Business

No report

15. Adjournment

On motion of Ms. Coles, seconded by Ms. Ortiz, the meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Cynthia L. C. Ortiz,
Secretary