

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, May 14, 2019. The meeting was called to order at 4:08 p.m.

1. Roll Call

Ms. Linda Flynn  
Mr. Anthony Marseglia  
Laura Kirsch, Esq.  
Ms. Cindi Ortiz  
Ms. Kristi Izzo  
Ms. Robin Coles

Also Present

Ms. Tara Franzetti, Director  
Mrs. Ann Bowen, Principal Account Clerk

Not Present

Ms. Sonia Recarte  
Ms. Stephanie Von Rudenborg, Council Liaison  
Ms. Rosemary Marks, Acting 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 April 9, 2019 Board Meeting

Ms. Kirsch said under #7 Building and Grounds the second paragraph should be removed.

On motion of Ms. Kirsch, seconded by Ms. Ortiz, Ms. Izzo abstaining, the April 9, 2019 minutes were approved as corrected.

4. Public Comment

No report

5. Treasurer's Report: Ms. Kirsch

	<u>Month</u>	<u>Year-to-Date</u>
	April 2019	
Operating Account		
Income:	\$ 242,009.82	\$1,157,024.58
Disbursements:	\$ 173,069.14	\$ 841,253.53
Cash balance as of April 30, 2019		\$ 315,771.05
	April 2019	
Capital Account:		
Income:		\$ 24.42
Disbursements:		<u>00.00</u>
Cash balance as of April 30, 2019		\$ 30,295.77
	April 2019	
Donation Account:		
Income:		\$ 1,462.22
Disbursements:		<u>00.00</u>
Cash balance as of April 30, 2019		\$ 29,056.51
	April 2019	
Librarian's Special Account		
Income:		\$ 86.40
Disbursements:		<u>105.95</u>
Cash balance: April 30, 2019		\$ 7,855.30

April 2019

Paver Account:

Income:	\$	6.48
Disbursements:		<u>\$0.00</u>
Cash balance as of April 30, 2019	\$	7,981.40

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

b. Bills: Ms. Franzetti

May 2019 Budgetary Account Bills	\$	229,955.11
May 2019 Lib's Special Acct. Bills		119.00

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

6. Budget and Finance Committee: Ms. Kirsch

Ms. Franzetti said the City Council has not presented the 2020 budget for approval, but checking amendments to the budget none offered will affect the library.

Ms. Kirsch said once the budget has been passed she proposes drafting a short letter to the City Council addressing the impact the cuts have had on the library. Continuing loss of support might mean cutting hours and services.

7. Building and Grounds: Ms. Kirsch

Ms. Kirsch said the phone system will be installed soon.

Ms. Kirsch and Ms. Franzetti met with Mr. Iovino to discuss the timeline for the renovation. A 6 to 9 month closure is not possible, but 3 months might be necessary because of the issues with the new staircase and the changes to the front entrance.

Looking over costs, we can apply for grants for lighting, and Brothers Carpets has a state contract which means we do not have to go out to bid.

Ms. Kirsch said with a goal of \$3,000,000 for the renovation, a “Fund Raising Committee” should be set up. We are waiting for some ideas from Mr. Iovino for fund raising.

The “Friends of the Library” could raise funds for new library furniture.

Ms. Franzetti completed and returned a questionnaire from the State Library concerning the square footage of the library.

Ms. Izzo said funding grants for lighting might be available; she will research this and report to the Board.

Mulching and landscaping have been completed.

No leaks or water in the basement.

8. Community Affairs: Ms. Ortiz

Ms. Ortiz distributed the flyers to the Trustees, and read from the April Press Release. (See attached.)

9. Librarian’s Report: Ms. Franzetti

a. Program Highlights: Ms. Franzetti

Attendance is booming with over 1300 people at programs this month.

Pub Trivia’s “Game of Thrones” was a big hit this month.

FDU – “City of Science” event had over 130 participants at the JPL table.

The “Yoga ” is so well attended; we are looking for additional instructors.

Our staff day was very successful, with presentations on “active shooter” and “autism”. We had longevity awards; employees received a pin and certificate for 5; 10; 15 and 20 years.

Ms. Franzetti said she may have an additional staff day in the fall, perhaps on “Veterans Day”.

The name tags are going well, and Ms. Franzetti said she proposes having shirts with the JPL logo for all employees; she is looking into the cost.

The reference staff is keeping track of the time on day and number of questions they receive. This information will help with staffing when Circulation and Reference are combined.

b. Donations

\$575 in donations has been received in memory of Barbara Cook Hickey.

A “Wow” card was received from a patron very happy with our library.

10. Old Business

Ms. Izzo asked about the status of the “Friends of the Library.”

Ms. Kirsch said the “Friends” are in the processing of applying for their ‘501(c)(3)’. They are meeting on a regular basis and have chosen Board Officers.

A membership drive will be on “runsignup.com/jplfriends”.

A wine tasting at “Total Wines” is being planned.

Kim Brunswick, from BCC Turning Point program, has enjoyed working with us and has asked to stay on as a volunteer.

11. New Business

a. BCCLS delivery changes – early access

Ms. Franzetti reported to the Board that she denied a request from the BCCLS Delivery Manager to schedule a delivery and pickup at 6:00 a.m.

The Trustees agreed that this was not acceptable.

Ms. Franzetti will contact the Manager to discuss a workable arrangement.

b. Final Paver Proofs

Ms. Franzetti asked if there were any changes to the proposed pavers for Ms. Castanteen and Ms. Schuit.

The Board approved the pavers.

12. Adjournment

On motion of Ms. Ortiz, seconded by Ms. Kirsch, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Cynthia L. C. Ortiz  
Secretary