

**West Milford Township Library
Board of Trustees
Regular Meeting
July 9, 2019**

July 9, 2019: The regular meeting of the West Milford Township Library Board of Trustees was called to order at 7:03 PM by Dr. Joan Oberer in the Library Conference Room of the West Milford Township Library and Community Center.

Open Public Meetings Law

Dr. Oberer reviewed the announcement.

Roll Call of Members: The following Board and staff members were present:

Dr. Joan Oberer, President	Kathy Simmons Collins
James Rogers, Vice President	Ricardo Pino
Andrew Gargano, Treasurer	
Douglas Ott	
Eugene Valenta	
Mayor Michele Dale	

Absent

Sandra Nebel
Daniel Novak, Delegate, Superintendent of Schools

Let the record show that Gillian Hemstead arrived at 7:09 PM.

Public Present

Carolyn Ott

Approval of Minutes

Dr. Oberer motioned to approve the June 11, 2019 Regular Meeting minutes. James Rogers seconded. All in favor, motion carried.

Public Petitions and Requests

None

Director's Report

- The 2019 Summer Reading Club (SRC) has launched successfully. While it is only the second year that program/event sign-ups have been done exclusively online, the public has taken to it. Program registrations were opened at midnight on Sunday, July 1, 2019, and by mid-morning of the next day there were over 100 unique registrations. The Under the Tent Summer Concert Series, sponsored by the Friends of the West Milford Township Library, kicked off on July 8, 2019 with 86 people attending a performance by The Kootz. Several young adult programs are also being planned. Director Pino responded to Mayor Dale's questions regarding how programs are promoted to the public.
- Director Pino thanked the West Milford Lions for their donation of \$500 towards the purchase of audiobooks.
- Librarian Elaine Bindler represented WMTL at the first annual Scott's Fun Run, organized by the West Milford Stigma Free Task Force. Her feedback on the browsing behavior at the library booth, as well as what information was sought, will be integrated into how WMTL provides similar services and resources in our building and at future events.

- The latest gallery exhibit was installed on July 2, 2019, and features two local artists, Allison Hosford and Elizabeth Rostkowski-Post. A meet and greet with the artists will be scheduled shortly.
- Inspired by the recent success of WMTL serving as a centralized drop-off location for the Cinderella Project, Director Pino revisited the notion of serving as a centralized location for donations to food pantries. Sandra Nebel contacted 5 local pantries, 4 of which jumped at the chance to receive items donated at WMTL on a rotating basis. Director Pino sought consensus from the Trustees to place a receptacle in the lobby to collect donations, which he received. He will work with Ms. Nebel to coordinate promotion, signage, and logistics.
- Director Pino reported on the rising trend of libraries going fine-free. Following the lead of several larger library systems in the United States and internationally, three New Jersey library systems have recently followed suit. Discussion ensued, with the consensus that Director Pino would continue monitoring the trend and update Trustees as appropriate.

President's Report

- Dr. Oberer reported that former Mayor Bettina Bieri forwarded an article to her announcing, ironically enough, construction of a new library building in her town, and the library going fine-free.

Committee Reports

Finance: Andrew Gargano, Chairperson, reported that the Committee met on Tuesday, July 9, 2019:

- The May and June 2019 allocation from the Township is expected on the bill list for the next Township Council meeting.
- The Committee recommends adoption of Resolution 2019-13, to be approved under the New Business portion of the meeting. The resolution allows for the transfer of final remaining funds that were mistakenly deposited in the capital account instead of the operating account.
- Mr. Gargano pointed out the difference in electric costs when going from heating the building to cooling the building, as evidenced by the dramatically lower Rockland Electric bill this month.

Personnel and Policies: James Rogers, Chairperson, reported that the Committee did not meet, but remarked that the current Strategic Plan only goes through the end of 2020, and that work on a new plan should start soon. Dr. Oberer remarked that she had noticed as well, and requested volunteers to form an ad hoc committee to be appointed at a subsequent meeting.

Facilities and Maintenance: Douglas Ott, Chairperson, reported that the Committee met on Tuesday, July 9, 2019:

- Director Pino has made some progress on improving snow and ice removal from the roof, repairing the bicycle rack, and electrical brownouts. He will report on the final resolution to each issue soon.
- The grounds are in need of a landscaping refresh, and Director Pino has sought quotes for the work. Mayor Dale remarked that there have been several social media comments on the state of the grounds at the former and current library buildings. She outlined the steps the Administration is taking to address the landscaping at the former library. Director Pino outlined the same for the current building and retention pond. As the social media comments were made in relation to the Friends of the West Milford Township Library-sponsored Under the Tent concert series at the former building, Director Pino explained why the concerts still took place there instead of on the grounds of the current library.

Unfinished Business

- *Friends of the West Milford Township Library activities:* Eugene Valenta, liaison to the Friends, reported that the Friends' Board will meet on Thursday, July 11, 2019. Douglas Ott remarked that the Friends raised \$150 at The Kootz concert that kicked off the summer reading program.

New Business

- Director Pino will forward to all Trustees an e-mail he received earlier in the day outlining new online continuing education offerings from the Trustee Academy.
- *Resolution 2019-13:* Andrew Gargano motioned to approve the transfer of \$198.75, mistakenly deposited into the capital account, to the operations account. Gillian Hemstead seconded. All in favor, motion carried.

Bill List

Dr. Oberer motioned to approve the Bill List. Gillian Hemstead seconded. All in favor, motion carried.

Public Petitions and Requests

None

Mayor Dale stated that she would like to increase promotions about library events, and sought consensus from the Trustees if she could promote those events through the Community Services and Recreation newsletter. Trustees agreed that it was an excellent idea, and expressed their gratitude. Mayor Dale will work with Director Pino to set up the proper workflow.

Closed Session

None

Date of Next Meeting

August 13, 2019

Adjournment

Andrew Gargano motioned to adjourn at 7:48 PM. Eugene Valenta seconded. All in favor, motion carried.

Minutes prepared and respectfully submitted by:

Kathy Simmons Collins
Administrative Library Assistant