

Library Assoc. of Ringwood Inc.

Board of Trustees Meeting May 22, 2017

Ringwood Public Library (“RPL”)

APPROVED

ATTENDANCE: Amy Boyle Geisel, Heather Nemeth, Anne Siebecker, Susan Rakosi Rosenbloom, Heather Manley Caldwell, Ed Thomas, Lisa Straubinger, Karen Marcus, Elise Bedder, Director, two members of the public.

Absent: None

Call to Order and Statement of meeting notice: The meeting was called to order at 7:34PM by President Amy Boyle Geisel and she read the following statement: Adequate notice of this meeting was provided in the usual course to the Suburban Trends, Record, Herald News, WGHT, Channel 77, Borough Manager and the RPL website. Ed Thomas arrived at 7:38PM.

Brick Substitute Presentation: Greg from Written in Stone (the original vendor for the brick fundraiser, started in 2000) described a project involving granite and all inscriptions to create a permanent memorial for 1,005 bricks. Six thick black granite panels (4’ x 6’ 1/2”) on retaining wall in outdoor garden, keep all original engravings using laser engraving technique, lettering to be 3/8 inches. Installation includes drilling into the retaining wall. The cost is \$15,000. Greg offered to warranty all of his work.

Amy Geisel thanked Greg for coming to the meeting. After he left, she told the Board of the other options for a permanent memorial; one for \$33,000-\$40,000 (vendor has not responded to requests for further

information) and a vinyl presentation that was cheaper from a vendor in Arizona.

Minutes: Karen Marcus made a motion to accept the Open Session Minutes of January 30, 2017 as amended, Amy Boyle Geisel seconded and the motion carried. Anne Siebecker abstained. Susan Rakosi Rosenbloom made a motion to accept the Closed Session Minutes of January 30, 2017, Karen Marcus seconded, Anne Siebecker abstained and the motion carried. Karen Marcus made a motion to accept the Open Session Minutes of February 27, 2017 as amended, Amy Boyle Geisel seconded and the motion carried. Amy Boyle Geisel made a motion to accept the Closed Session Minutes of February 27 2017, Heather Nemeth seconded, the motion carried.

Amy Boyle Geisel made a motion to accept the Open Session Minutes of April 24, 2017 as amended, Lisa Straubinger seconded and the motion carried. Karen Marcus abstained. Susan Rakosi Rosenbloom made a motion to accept the Closed Session Minutes of April 24, 2017, as amended. Heather Manley Caldwell seconded, the motion carried. Karen Marcus abstained. Amy Boyle Geisel made a motion to accept the Open Session Minutes of May 1, 2017, Heather Nemeth seconded and the motion carried. Susan Rakosi Rosenbloom, Karen Marcus abstained. Heather Nemeth made a motion to accept the Closed Session Minutes of May 1, 2017 Lisa Straubinger seconded, the motion carried. Susan Rakosi Rosenbloom, Karen Marcus abstained.

Treasurer's Report: Heather Manley Caldwell said that she would meet with the Director about the final budget in the coming weeks. She said that we look fiscally sound.

Correspondence: None.

Committee Reports:

Website: The Director is ready to launch the website, although the PayPal account is not yet activated; discussion about adding PayPal after the launch. Discussion ensued about the need/want to have a link to the virtual memorial (as substitute for the bricks) on the new website.

Interior Design: Library Interiors is not responding to the Director. There are some internal problems within the company. This is on hold until we get some direction with a design company.

Friends – At the April meeting, the Friends reviewed the successes and weaknesses in the April presentations. Summer plans include Book Bingo on June 2 at 11AM and the 4th annual Battle of the Books on August 12 at 1 PM.

The Friends voted to create a letter to the brick donors concerning picking up engraved bricks that have been put aside in the walkway removal process. The letter will go out after a date has been established. Eileen Manley, Claire Axelrod and Karen Marcus will work on letter and reply postcard. The Friends voted to establish a virtual memorial either on the website or in the library.

No date has been established for a Dine to Donate passive fundraiser.

PUBLIC HEARING: Amy Boyle Geisel moved to go into Public Hearing at 8:54 and Lisa Straubinger seconded. The motion carried.

Amanda Gillman came at the invitation of Heather Manley Caldwell to consider replacing the Board member who recently resigned. She started the Chess Club at the library and is heavily involved in the soccer program in the Ringwood area. She said she would consider the invitation and the time considerations.

Wendy Stanford said that as a librarian administering the local history section of the website, she would like the library to take care of the presentation on the website by using a power point demonstration. She would take photos, write a narrative about the brick program and oversee the virtual memorial.

At 9:15, Amy Boyle Geisel moved to go out of Public Hearing and Heather Nemeth seconded. The motion passed.

Board Comments: Amy Boyle Geisel apologized to the Director for being so actively involved in the information gathering process concerning the bricks and in communication with the Borough administration. She said that it was the time constraint that led to the situation. The Director mentioned the difficulty establishing the list of brick donors and her hope for better use of staff and her time in the future. She said that she should be included in the discussion of the AV upgrade. The Director is ready to launch the website. Discussion ensued about launching the website without the memorial, then adding it in if the Board decides this option.

Amy Boyle Geisel said that there had been discussion with Piper Webs to add on a menu link for \$900 or with tripod photos (10 bricks in a photo) for \$625. She enumerated the three options; physical, virtual on website, virtual in the library.

Each member of the Board and the Director explained their choice for the memorial. Lisa Straubinger and Karen Marcus will work on the language for the brick donor letter to include the Board's decision on the memorial.

Amy Boyle Geisel made a motion that the Director has the authority to launch the new website. Heather Manley Caldwell seconded and the

motion passed. Amy Boyle Geisel moved to establish a virtual memorial as substitute for the brick program and Heather Manley Caldwell seconded. The motion passed. Discussion ensued about hiring local photographer, Arclight Images, to capture digital images of bricks. Amy Boyle Geisel made a motion to authorize the expense from the Friends' account, not to exceed \$2,000. Heather Manley Caldwell seconded. Susan Rakosi Rosenbloom abstained. The motion passed.

Director's Report: Elise Bedder produced annexed 21 pages for the Director's Report.

Payment of Bills: Amy Boyle Geisel moved that the bills be paid, Karen Marcus seconded and the motion carried.

OLD BUSINESS: Elise Bedder advised that she had interviewed a candidate for the YA Librarian position, but that proved unsuccessful. Two members of the staff are working on training Circulation Desk substitutes. There is a need to update signators listed on the Dorothy Monigan Fidelity Fund.

NEW BUSINESS:

The Friends asked Helen Hill for a sample of the mobile presentation. Murals will have to wait until the floor plan of the Children's Room is determined.

The Ramapo Intern would like to work on portfolios with teens. Heather Manley Caldwell will look into setting up the PayPal account on the new website.

Other: Ed Thomas and Karen Marcus will circulate the Director's Evaluation to Board prior to the next meeting.

ADJOURNMENT: Amy Boyle Geisel moved to adjourn at 10:47. The next meeting of the Ringwood Public Library Board of Trustees will be held on Monday, June 26, 2017 at 7:30 PM.

Respectfully submitted,

Karen Marcus

Secretary

May 23, 2017

Amended: 6/26/17