

## Library Association of Ringwood Inc.

### Board of Trustee's Meeting

March 27, 2017

*Open Session FINAL*

#### **ATTENDANCE**

**Present:** Karen Marcus, John Sumislaski, Susan Rakosi Rosenbloom, Lisa Straubinger, Heather Nemeth, Ed Thomas, Elise Bedder (Director); one RPL staff member (Wendy Stanford)

**Absent:** Amy Boyle Giesel, Anne Siebecker, and Heather Caldwell.

#### **Call to Order and Statement of Meeting Notice**

The meeting was called to order at 7:35pm by Vice President Heather Nemeth (HN) who stated that adequate notice of this meeting was provided in the usual course to the *Suburban Trends*, *Bergen Record*, *Herald News*, WGHT, Channel 77, Borough Manager, and the RPL website and posted inside RPL.

#### **Approval of Minutes Feb 28, 2017 Meeting**

Motion: Karen Marcus (KM) made a motion to delay approval of the February meeting minutes (both Open and Closed) until our April meeting. Lisa Straubinger (LS) seconded the motion, and the motion carried.

#### **Treasurer's Report**

Elise Bedder said the Treasurer's Report was modified to show Heather Caldwell's changes.

Motion: Karen Marcus made a motion to consolidate 8 accounts into 4, at TD Bank. The new accounts we will keep include a TD bank account as the new operating account, so the Ways and Means account disappears. John Sumislaski (JS) seconded and the motion carried.

#### **Correspondence**

No correspondence to discuss.

#### **Committee Reports**

##### Interiors

The work on elevating the shelf has been completed, so it is now raised above the ground, and is easier for patrons to use. Note that Stewart Fife will no longer be handling our library interiors, and he is grooming Glen Goegle to handle the interiors work going forward.

##### Website:

Elise said that website is under construction but moving along, and will be on track for rollout by the end of April.

##### Logo committee:

The committee has met and created a new RPL logo, which is now winnowed to one essential design; this design only needs the colors tweaked before being placed on the website.

Motion: Heather Nemeth proposed that we adopt the new logo. Ed Thomas seconded, all approved, and the motion carried.

##### Policies

Photo IDs for staff and volunteers is ongoing, to bring us into compliance with the Borough and Schools.

#### **Friends Report**

Discussion of upcoming (and recent) Friends events:

St. Patty's Pre-Parade Family Fun Fundraiser event was held at the Library on March 25<sup>th</sup> at 10:30am, 65+ people attended. Photos will go up on social media. Staff member present was Wendy. About \$190 was raised.

Friend's fundraising event dinner is to be held March 31<sup>st</sup> at Berta's, and is nearly sold out, with only one ticket remaining.

Library Appreciation Week, April 19<sup>th</sup> at the staff meeting, Friends will provide food.

Music – on April 20<sup>th</sup>, musician Richard Stillman to present 2 shows at RPL, at 10:30am and 1:00pm.

On April 29<sup>th</sup>, children's author Lauren Tarshis will do two shows at RPL (11:00am & 1:30pm) with the public. Setup will be done the night before April 28<sup>th</sup>, and 10 people are needed.

Book sale, setup begins Sunday Oct 8, sale begins Thurs Oct 12<sup>th</sup>. Chaired by Karen Marcus and Eileen Manley.

**Susan RR made a motion to go into Public Session, seconded by Heather Nemeth. Motion carried unanimously.**

#### **Public Hearing**

Wendy Stanford had suggested at the last meeting that the Committee create a form for donations with details from the new policy, and this is to be looked at by the Director in the future.

Wendy Stanford mentioned that streamlining is needed in several aspects of library organization. For example, CDs will be streamlined from 37 categories down to 12 categories. Susan Rakosi Rosenbloom asked Wendy to please provide more ideas in the future re: organization.

#### **Board Comments**

HN reminded everyone to renew their Association memberships and setup Gmail accounts; and ensure sure all Board business passes through dedicated RPL gmail email account and not personal email accounts.

#### **Director's Report**

The Director reviewed her report and handed out 4 pages financial information.

#### **Pay Bills**

HN made a motion to pay the bills, ET seconded, all agreed, no abstentions. Motion to pay the bills carried.

#### **Old Business**

Old business for Interiors, Website, Policies, was discussed per Committee Review above.

#### **New Business**

We discussed activism to discuss worrisome public funding cuts to the arts.

There are two NJ Library Trustee training meetings, one Saturday April 29<sup>th</sup> in Cherry Hill, and the second Thursday May 11<sup>th</sup> in Keyport, NJ.

**At 8:30 SRR made motion to leave open session and go into closed session, HN seconded and motion carried.**

**AT 9:01 SRR made motion to leave closed session and go into open session, HM seconded, and the motion carried. KM moved that the matter involving job description voted on in closed session be affirmed in open session. HN seconded and motion carried.**

**Adjournment**

Motion: At 9:30pm HN moved that we adjourn, LS seconded, motion carried.

The next meeting of the Ringwood Public Library Board of Trustees, Inc. will be held at 7:30 PM on Monday, April 24, 2017 in the Library's Haff Community Room.

Respectfully submitted,  
Ed Thomas  
3/24/17