

Library Association of Ringwood Inc.

Board of Trustees Meeting May 21, 2018

Ringwood Public Library (“RPL”)

OPEN SESSION

ATTENDANCE: Susan Rakosi Rosenbloom (SRR), Karen Marcus (KM), Lisa Straubinger (LS), Anne Siebecker (AS). Amanda Beth McCormick Gillman (ABMG), Heather Nemeth (HN), Director Elise Bedder (EB), Ed Thomas (ET) Heather Manley Caldwell (HMC) arrived at 7:42PM, Amy Boyle Geisel (ABG) arrived at 8:25pm.

Public: Three members in attendance;

Absent: None.

Call to Order and Statement of meeting notice: The meeting was called to order at 7:35 PM by Vice President HN 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. Notice was posted inside the library.

Minutes: Discussion took place. KM made a motion to accept the Open Session Minutes with amendments of April 23, 2018. LS seconded. SRR and ET abstained. The motion carried. KM made a motion to accept the Executive Session Minutes of April 23, 2018. HN seconded. SRR and ET abstained. The motion carried.

Treasurer’s Report: EB advised that the filing of 2017 taxes held up for needed documents. Moving forward now. We are maintaining two NJ accounts that aren’t currently being used. EB researching benefits of

keeping accounts. The town will be looking to continually decrease the library budget over the next several years. The fund sheet summarizes all accounts we currently have.

Correspondence: None

Committee Reports:

Strategic Planning: Strategic Planning Forum: Gives stakeholders an opportunity to participate and build support for the library's future goals. Planning for June 29, 2018, from 6-8 for stakeholders (staff, Board, public, Borough, key community groups and members). The event will be held in the library after hours. Potluck dinner 6:00-6:30; Sessions for people to move through (Designing our Destiny; Let's Talk Tech; Financing Our Future; How does the Ringwood Library become the hub of Ringwood?) Sessions based on the four main topics the committee has been working on. Each session is approximately 10 minutes. Everyone will come together at the end for a wrap-up and dessert. A letter will go out to the community partners inviting them to the event. The list is currently at 90 people. Board members may be asked to follow-up on invitations and assist with food/papergoods/drinks. Motion made by Karen Marcus for Friends to fund \$100 for supplies/food for the Forum. Discussion ensued. HMC advised that a motion not needed as permissible cap for Friends to fund something was raised to \$200. Motion withdrawn.

Library Concepts: Awaiting a new price list following April's meeting. Looking to rearrange the layout due to electrical work that needs to be done.

Friends Report:

- Project manager is Mick O'Connor from VCA for installation of the AV system. Walk through scheduled for 5/23/18 with EB, ABG, Eileen Manley from Friends and Staff.
- Concerns over the time it takes for funding to be approved by Friends for staff initiatives. To help programming keep moving forward approval needs to take place in a timely manner. Next meeting in June. Requests will be voted on then.

Public Hearing: KM made a motion to go into Public Session at 7:58 PM. SRR seconded. The motion carried. Wendy Sandford (member of the public & staff), shared her hope that money can be found for bigger programs to be held at the library. Grant money has been used for many this year. Looking to pursue more history & entertainment programming, but need to find funding, possibly from grants. Current grant for outreach being worked on in collaboration with the Center for Family Resources. The library would be able to provide materials to support the programming (High Scope) for Passaic County. Grant due on May 31, 2018. Discussion ensued. KM made a motion to come out of public session at 8:07 PM. HN seconded. The motion carried.

Director's Report: Discussion ensued in regards to report attached.

Old Business: None

Unpaid Bills: HMC made a motion to pay the unpaid bills. HN seconded. The motion passed.

Executive Session: At 8:20 PM KM made a motion to come out of open session. SRR seconded. The motion passed. At 8:21pm KM made a motion to move into Executive Session. HN seconded. The motion passed.

HN made a motion to come out of Executive Session at 9:52 PM. KM seconded. The motion carried. At 9:53 ABG made a motion to go into Open Session. KM seconded. The motion passed. ABG made a motion to approve all matters voted on in Executive Session. HN seconded and the motion carried.

Adjournment: ABG made a motion to adjourn at 9:56pm. The next regularly scheduled meeting of the Ringwood Public Library Board of Trustees will be held on Monday, June 25, 2018 at 7:30 PM.

Respectfully submitted,

Lisa Straubinger, Secretary
May 21, 2018