

**Library Assoc. of Ringwood Inc.**

Board of Trustees Meeting November 27, 2017

Ringwood Public Library ("RPL")

*OPEN SESSION APPROVED*

**ATTENDANCE:** Amy Boyle Geisel, Heather Nemeth, Heather Manley Caldwell, Ed Thomas, Karen Marcus, Susan Rakosi Rosenbloom, Amanda Beth McCormick Gillman, Elise Bedder, Director, Wendy Sandford.

**Absent:** Lisa Straubinger, Anne Siebecker.

**Call to Order and Statement of meeting notice:** The meeting was called to order at 7:37PM 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. Notice was posted inside the library.

**Minutes:** Amy Boyle Geisel made a motion to accept the Open Session Minutes of October 23, 2017 and Karen Marcus seconded. The motion passed. Heather Nemeth made a motion to accept the Executive Session Minutes of October 23, 2017 and Heather Manley Caldwell seconded. The motion carried.

**Treasurer's Report:** see pages attached. Heather Manley Caldwell reported that the finances are in good order. She suggested that we look at our investments with Fidelity each year.

**Correspondence:** None.

**Committee Reports:**

**Building:** The Director explained the process of weeding and losing some shelving, interested in adding tables to gain more seating. She suggested working with Creative Library Concepts to supply IPAD tables and accompanying furniture. Amy Boyle Geisel made a motion to authorize the Director to

develop plans with Creative Library Concepts for Children's Room IPAD area, to be funded by the TD Building Fund.

Heather Nemeth seconded and the motion carried.

**Goals Committee:** The Support Center sent a proposal for strategic planning for the library. Amy Boyle Geisel made a motion to hire the Support Center and approve the expenditure of \$5,000. Ed Thomas seconded and the motion passed.

The tentative dates for Goals Committee meetings are:

December 17, January 14 and January 28.

**AV Committee:** Eileen Manley and Karen Marcus represent the Friends on the AV Committee. Lisa Petri has a consultant to help us determine our needs for the AV upgrade. Amy Boyle Geisel made a motion, which Heather Nemeth seconded, to authorize Lisa Petri to meet with a consultant to get additional information and suggestions on the AV system. Heather Nemeth seconded and the motion carried.

**Friends:** New leadership: President: Jessica Einreinhof, Vice President: Lisa Petri, Secretary: Eileen Manley, Treasurer: Carole Baligh.

**Robotics:** The Director asked that Jessica talk to Ryan at the Recreation Department about sharing costs and space for the continuation of the program.

**Membership:** Amy Boyle Geisel moved that the membership in both the Association and the Friends be raised to \$10.00 each. Heather Nemeth seconded and the motion passed. The

Director, Eileen Manley and Karen Marcus will work on a letter to the public.

Dine to Donate: Pizza One: March 13.

Jessica Einrienhof will represent the Friends on the Goals Committee.

**PUBLIC HEARING:** Heather Nemeth made a motion to go into Public Session at 9:00 PM. Susan Rakosi Rosenbloom seconded and the motion carried. Wendy Sandford reported that 15 people attended the program on female aviators. She is planning a February concert of World War II love songs, a program concerning woman's history in March and the April program will feature Andrew Carnegie and libraries. On December 9<sup>th</sup> there is a program of Songs of the Season.

Amy Boyle Geisel made a motion to come out of public session at 9:05 and Heather Nemeth seconded. The motion carried.

**Director's Report:** Elise Bedder produced annexed three pages for the Director's Report and a one page Technology Report from Laura Henderson. The Director reported that the virtual memorial bricks are ready to be posted on the website. She would like to archive the New Legacy posters.

**Board Comments:** Amy Boyle Geisel led a discussion about the December 11<sup>th</sup> annual meeting: organization, Director's comments, brief statements from the trustees running for re-election. Members of the Friends will count ballots.

**Payment of Bills:** Amy Boyle Geisel moved that the bills be paid, Heather Nemeth seconded and the motion carried. Amy Boyle Geisel made a motion to give the Director the authority

to pay the bills from November 8-December 12 with a maximum of \$4400. Heather Nemeth seconded and the motion carried.

**OLD BUSINESS:** None.

**New Business:**

Pals Plus: Amy Boyle Geisel made a motion to authorize Elise Bedder and Wendy Sandford to be the library's representative to Pals Plus. Karen Marcus seconded and the motion carried.

The Director told the Board about the need for wireless panic buttons in the library. The locks on the outer doors will be replaced.

The library will undergo a thorough cleaning, including carpets.

There were no suggestions in the staff suggestion box.

Amy Boyle Geisel moved to spend \$425 on the staff holiday party. Heather Manley Caldwell seconded and the motion passed.

**Executive Session:** At 9:40 Amy Boyle Geisel moved to come out of Open Session, Karen Marcus seconded and the motion passed. At 9:41 Karen Marcus moved to go into Executive Session. Amy Boyle Geisel seconded and the motion carried. At 10:00 Amy Boyle Geisel moved to come out of Executive Session and Heather Manley Caldwell seconded. The motion carried. At 10:05 Karen Marcus made a motion to go into Open Session and Susan Rakosi Rosenbloom seconded the motion passed. Amy Boyle Geisel made a motion to verify

the motions accepted in Executive Session. Heather Nemeth seconded and the motion passed.

**ADJOURNMENT:** Amy Boyle Geisel moved to adjourn at 10:06. The next regularly scheduled meeting of the Ringwood Public Library Board of Trustees will be held on Monday, January 22, 2018 at 7:30 PM.

Respectfully submitted,

Karen Marcus, Secretary,

November 29, 2017