

**Library Assoc. of Ringwood Inc.**

Board of Trustees Meeting September 25, 2017

Ringwood Public Library ("RPL")

*OPEN SESSION APPROVED*

**ATTENDANCE:** Amy Boyle Geisel, Heather Nemeth, Heather Manley Caldwell, Ed Thomas, Lisa Straubinger, Karen Marcus, Susan Rakosi Rosenbloom, Amanda McCormick Gillman, Elise Bedder, Director. One member of the public was present, Laura Henderson. Anne Siebecker arrived at 7:36.

**Absent:** None.

**Call to Order and Statement of meeting notice:** The meeting was called to order at 7:35PM 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:** Heather Manley Caldwell made a motion to accept the Open Session Minutes of July 24, 2017 and Susan Rakosi Rosenbloom seconded. The motion passed with Ed Thomas, Lisa Straubinger and Amanda McCormick Gillman abstaining. Karen Marcus made a motion to accept the Executive Session Minutes of July 24, 2017 and Heather Nemeth seconded. The motion carried with Ed Thomas, Lisa Straubinger and Amanda McCormick Gillman abstaining. Heather Manley Caldwell made a motion to accept the Open Session Minutes of August 28, 2017 and Karen Marcus seconded. The motion carried with Ed Thomas, Lisa Straubinger and Amanda McCormick Gillman abstaining. Karen Marcus made a motion to accept the Executive Session Minutes of August 28, 2017 and Heather Nemeth seconded. The motion carried with Ed Thomas, Lisa Straubinger and Amanda McCormick Gillman abstaining.

**Treasurer's Report:** see pages attached. On September 17, 2017 Amanda McCormick Gillman and Heather Manley Caldwell attended the NJTA meeting in Monroe Township. Heather Caldwell reported that the NJ Construction Bond Act, which has bipartisan support, is on the ballot in November. The operating agreement concerning the Reserve Fidelity Account has been signed. Heather Caldwell suggested that the Board think about putting money in the building fund for AV needs, redesign of layout. The Budget Committee met on September 6. Heather Manley Caldwell suggested that a future goal might be for the Board to look at the budget and the way it is presented. Frick Museum passes will be available.

**Correspondence:** None.

**Committee Reports:**

**Music Committee:** Elise met with Kevin Hurdman and Darrell Mulligan to discuss music programs. Elise will do grant research and apply for the PCCHC grant to pay for the concerts, which might be held on Saturdays with free admission. Discussion ensued about the possibility of using local musicians, Lakeland High School Jazz Ensemble.

**Goals Committee:** Karen Marcus reported that Keith Timko of The Support Center will lead the strategic planning meeting on October 16, 2017 at 7:30. He has asked for Board members' email addresses and the latest budget information. He will be in touch with the Board and will survey members in order to create an agenda.

**AV Committee:** A meeting will be held on October 13 at 3PM with the contract vendor. Amy Boyle Geisel encouraged the Director and staff to attend this meeting to relay their needs. The Director invited Board members to attend. A Smart Board

is an essential item. Laura Henderson will seek additional information and see about quotes.

**Friends:** The annual book sale hours as follows:

Sunday October 8: setup 9-5,

Monday October 9-Wednesday October 11: donation drop off 9-5

Thursday October 11: Preview for seniors, volunteers, Association members 5-9

Friday October 13: Sale 10-5

Saturday October 14: Sale 10-3; 3-4 Dollar a bag, clean up.

Lauren Tuttle has resigned; Lisa Petri and Jessica Einreinhof will potentially co-lead the group.

Discussion ensued about recruiting new members in story hour sessions, children's programs.

Robotics: The Arduino program has 15 participants and a waiting list.

Overnight Girl Scout Program: some staff are spending the night along with 50 girls and chaperones on October 20, 2017.

**PUBLIC HEARING:** Heather Nemeth made a motion to go into Public Session at 8:30 PM. Susan Rakosi Rosenbloom seconded and the motion carried. Laura Henderson attended a Maker Faire and reported concerning age appropriate kits and prices. She plans on a teen and adult craft night. It was suggested that Laura prioritize her list and look at how many and age of participants. Amy Boyle Geisel made a motion to authorize the director to get price quotes for replacement IPADS of 32 gigabites, 64 gigabites. Heather Nemeth seconded and the motion passed. Amy Boyle Geisel made a motion to

come out of Public Session at 8:57 and Heather Nemeth seconded. The motion passed.

**Board Comments:**

Trustee Election Committee: Karen Marcus has been appointed to contact members who are scheduled for re-election on December 11, 2017: Heather Nemeth, Heather Manley Caldwell, Ed Thomas and Amanda McCormick Gillman. Anne Siebecker suggested that the Board make clear to Association members who attend the December meeting that there might be nominations from the floor. Heather Nemeth suggested that we post a sign at the welcome table.

**Director's Report:** Elise Bedder produced annexed three pages for the Director's Report and a one page Technology Report. Voter registration materials and absentee ballot forms will be made available to the public.

**Payment of Bills:** Amy Boyle Geisel moved that the bills be paid, Lisa Straubinger seconded and the motion carried.

**OLD BUSINESS:**

Update on Memorial Bricks: Mike Einreinhof finished putting the brick photos on a thumb drive on a laptop dedicated to showing the display. Wendy is working on the virtual memorial.

Library Interiors reinforced the front displays.

**New Business:**

Staff Holiday Dinner: Discussion ensued about a dinner for staff and payment for the dinner. A future goal might be to fundraise for this event.

**Executive Session:** At 9:18 Susan Rakosi Rosenbloom moved to come out of Public Session, Amy Boyle Geisel seconded and the motion passed. At 9:19 Karen Marcus moved to go into Executive Session. Amy Boyle Geisel seconded and the motion carried. At 9:24 Amy Boyle Geisel moved to come out of Executive Session and Heather Manley Caldwell seconded. The motion carried. At 9:25 Amanda McCormick Gillman made a motion to go into Open Session and Susan Rakosi Rosenbloom seconded the motion passed.

**ADJOURNMENT:** Amy Boyle Geisel moved to adjourn at 9:25. The next meeting of the Ringwood Public Library Board of Trustees will be held on Monday, October 23, 2017 at 7:30 PM.

Respectfully submitted,

Karen Marcus, Secretary

September 28, 2017