

# Worth-Pinkham Memorial Library

## BOARD OF TRUSTEES MEETING

September 19, 2022 at 7:30pm

### MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 7:32

In attendance: J. Mongelli, H. Turk, H. Crowley, J. Clutterbuck, L. Surz, K. Clark, D. Mardy, P. Crossley, C. Richards

Not in attendance: D. Policastro

2. Minutes

Minutes of 6/13/2022 Regular Meeting

Motion to approve: H. Turk

Seconded: L. Surz

Minutes of 6/13/2022 Closed Session

Motion to approve: H. Turk

Seconded: L. Surz

3. Public Session

Time opened: 7:35pm

Time closed: 7:35pm

4. Trustee Reports

a. President, John Mongelli

none

b. Vice President, Hugh Turk

none

c. Treasurer, Herman Crowley

Capital Account Balance: \$120,303.90  
Operating Account Balance: \$141,120.49  
Total: \$261,424.39

September Bills List Total: \$7,598.24  
Motion to Approve: H. Crowley  
Seconded: J. Clutterbuck

5. Library Director Report, Morgan Taylor, MLS

Circulation and Collections:

- June to August circulation = 11,032.
- Of note: while circulation increased May to August 2022, there was a decrease from this time last year. Adult material is more popular than in 2022. August was the first month in 2022 with higher circ. than 2021 numbers
- Collection continues to build (573 added) and significant weeding projects tackled.

Finance:

- The library now has a PayPal to collect donations. This negates the need for POS setup with Clover.
- Changes to the Better World Books program works in our favor

Facilities:

- Bees in the main room
- Toilet in staff bathroom works inconsistently
- Ceiling tiles - breakage due to a hole in the roof from animals and water issues from the roof.
- Phone system - will allow for different "departments" and modern features. What we choose will be easily transferable to other locations.

Programming:

- 3 new museum passes. All but one of our passes can be checked out online.
- Children's Summer Reading had three big events
- Other children's programming involved special story times and two craft highlights.

June: 17 events, 219 participants

July: 12 events, 140 participants

August: 13 events, 144 participants

Personnel:

- Youth Services librarian and Adult Program Coordinator have both resigned. This impacts our ability to put on programs.

BCCLS & State News:

- An app and updated on line catalog are in development and scheduled to launch soon. HHK library will have the ability to customize the app.
- Friends breakfast 10/18/22. Keynote speaker Loretta Weinberg.
- JerseyClicks (online database access) has been updated. Several resources have been dropped, and others have been added.

Community Engagement:

- Contemporary Club donation = \$3,009.66
- Ho-Ho-Kus Day: used book sale yielded about \$350. The library was set up to register people for library cards, but had no applicants.
- Tiny Art Show in the works.
- Book bags for newborns initiative from CC donation
- Teen volunteers were helpful this summer.

Summer Reading:

- 97 youth and 8 adult registrations. 52 youth and 5 adult active participants. A total of 25,100 minutes of reading logged and 12.25 hours of volunteering logged. There were a total of 22 events and 336 attendees connected to this initiative this summer. For adults, there were 8 events and 49 attendees.

6. Borough Council Liaison Report, Councilman Dane Policastro

None.

7. Superintendent of Schools Report, Dr. Diane Mardy

School opened. Return to normalcy feels good. The school is in its second year of the Rutgers Positive Behavior Support System. There is a new logo and D. Mardy can give one to the library to display.

8. Committee Reports

Personnel  
Finance  
Policies and Procedures  
Buildings and Grounds

9. Old Business

none

10. New Business

a. 2023 Holiday Schedule

Discussion:

Motion to approve: H. Turk

Seconded: H. Crowley

b. 2023 Board Meeting Schedule

Discussion:

Motion to approve: H. Turk

Seconded: D. Mardy

c. Budget line transfers

Discussion: We have more money in the budget from donations and increase in state aid, so M. Taylor suggests redistribution to supplies and YA books.

Motion to approve: J. Clutterbuck

Seconded: H. Turk

d. Potential job description

- Adult Program Coordinator's job description involves much marketing. Adjusting the job description may help interest applicants.

Motion to approve: J. Clutterbuck

Seconded: H. Turk

11. Closed Session

Time opened: 8:45pm

Time closed: 9:18pm

12. Adjournment

Vote to adjourn: H. Turk

Seconded: L. Surz

Time of Adjournment: 9:18pm

**Date of Next Meeting:** Monday, October 17, 2022