

# Worth-Pinkham Memorial Library

## BOARD OF TRUSTEES MEETING

January 22, 2024 at 6:30pm

### MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 6:35pm

In attendance: M. Taylor, H. Turk, H. Crowley, J. Clutterbuck, D. Perricelli, L. Surz, D. Mardy, J. Mongelli, C. Richards, K. Cosenza

Not in attendance: D. Policastro

2. 2024 Reorganization

a. Oath of Office: Duane Perricelli

b. Election of Officers and Resolution

Slate of officers

President - J. Mongelli

Vice President - H. Turk

Treasurer - Herman Crowley

Secretary - Caroline Richards

Motion to approve: J. Clutterbuck

2nd: D. Mardy

c. Resolution to Authorize Check Signatories

Motion to approve Herman Crowley, John Mongelli and Morgan Taylor as signatories

Motion: H. Turk

2nd: L. Surz

d. Bank Accounts

Motion to approve Valley Bank for capital and operating expenditures

Motion: H. Turk

2nd: L. Surz

e. Bill Payments

Motion to review bills list on a monthly basis, but allow signatories to sign checks in emergency situations or if the Trustees are unable to meet

Motion: H. Turk

2nd: L. Surz

f. Appointments

i. Auditors: Wielkotz & Company, LLC

ii. Newspaper of Record: Town Journal

Motion: H. Turk

2nd: L. Surz

g. Petty Cash Account: \$115.00

Motion: H. Turk

2nd: L. Surz

h. BCCLS Certification of Agreement

Motion: H. Turk

2nd: L. Surz

3. Minutes

Minutes 12/18/2023 Regular Meeting

Motion to approve: J. Clutterbuck

Second: L. Surz

Abstentions: D. Mardy, D. Perricelli

Minutes 12/18/2023 Closed Session

Motion to approve: H. Turk

Second: J. Clutterbuck

Abstentions: D. Mardy, D. Perricelli

4. Public Session

No public in attendance

5. Trustee Reports

a. President's Report:

none

b. Treasurer, Herman Crowley

Bills List Total: \$12,602.34

Motion to Approve: H. Crowley

Second: H. Turk

All in favor.

Capital Account Balance: \$196,848.42

Operating Account Balance: \$121,710.97

Total: \$318,559.39 as of 12/31/2023

Utilities - gas and electric are in line with what they were this time last year

P/L Statement: We are in line with income and expenses.

6. Library Director Report, Morgan Taylor, MLS

- Annual Report:
  - Industry News: book challenges were a big part of 2023. Audio book usage is expected to grow 25% annually until 2030 whereas print is expected to grow 2% annually and ebooks increased 12%
  - Total circulation 38,829. Over the past three years, trends indicate adult fiction is up, and adult non fiction is back to 2021 rates. Juvenile fiction down and Juv. Non-fiction is up. Young Adult, periodicals and media are all down. Whereas there is a significant increase in digital.
  - For digital borrowing - 2 platforms: Libby and Hoopla. Everything on Hoopla is cost per circ. With Hoopla, the content is selected by the platform and we have no control. With Libby, we control what is available to our patrons and there is also a shared collection from BCCLS. One of the biggest changes for us is that Libby now has cost per circ lending available. The cost per circ model targets our expenditure to our clients' needs, and allows for multiple checkouts at a time. Also, Libby started a feature called Notify Me. In the last 6 months, circ is up 44% with this new model. The services, Hoopla and Libby are not redundant; they serve different needs.
  - Social Media - Huge area of growth for WPML. Social media up 356% from 2022 across 3 platforms (TikTok, Facebook and Instagram). This is largely due to a dedicated person in this role. Videos have been instrumental.
  - General interactions: 135 new library cards, 23,356 annual foot traffic (average of 85/day), 174 public computer sessions, 128 total programs with a total attendance of 1,785. Additionally there is data on how people are interacting with the children's room; children are spending more time in the building.
- Monthly report:
  - Circulation in December was an increase of 11% from last year. 153 items were added to and 18 withdrawn from the collection. Juvenile Nonfiction reorganization is complete.
  - Finance: First quarterly bill from BCCLS issued and we received our 4th

- quarter DPW bill from Boro. We did get our check from the Bergen County grant
  - Staff News - continued engagement
  - Programs: 12 programs in December with 185 participants
    - Working to start an adult book club with Allendale Library patrons
    - The millennial book club, which is still going and paired with Glen Rock, was set up similarly
    - New program: Mahjong instruction will begin in February
  - Facilities: high risk areas remain the same; the tarps are still in place.
  - Community Engagement: next Orvil Courtmeeting scheduled for 1/26/23. D.P. will fill in for L.S.
- Youth Services, Kevin Cosenza
  - Juv. nonfiction reorganization complete
  - Cardboard bakery and paper mug decorating were the most popular programs. There were a total of 9. Looking ahead, STEAM / *Survived* program on the horizon

7. Borough Council Liaison Report, Councilman Dane Policastro

- Not present, but sent word that the Stigma Free Bowling event 2/28/23- see Morgan for details

8. Superintendent of Schools Report, Dr. Diane Mardy

- Stigma Free and bowling event elaborating
- The musical will be The Music Man
- Duffield Hall is progressing really well and on or ahead of schedule. Ribbon cutting scheduled for early September which will correspond with Duffield's class' 70th reunion.
- School district is working on its strategic plan and our members are invited to come. Dates will be Wednesdays: 4/17, 5/1 and 5/29
- QSAC monitoring is happening at the school

9. New Business

D. Mardy is appointed to the Personnel Committee

10. Old Business

Looking at pictures of modern libraries with flexible seating

11. Closed Session:

None

12. Adjournment

Motion to adjourn: J. Mongelli

Second: H. Crowley

All in favor.

Time of Adjournment: 9:25pm

**Date of Next Meeting:** Monday, February 26, 2024 at 6:30pm