

HO-HO-KUS LIBRARY
BOARD OF TRUSTEES

BOARD MINUTES
JANUARY 28, 2019

Meeting called to order at 7:30pm.

Members in attendance: John Mongelli, Hugh Turk, Herman Crowley, Jeff Clutterbuck, Gretchen Kaser, Alyssa Harvey, Dane Policastro, Diane Mardy, Patricia Crossley. Absent: Caroline Richards.

1. Call to Order and Attendance with the Open Meeting Act.
2. 2019 Reorganization
 - A. Election of Officers - Jeff motioned for the current slate of officers to continue for 2019, Diane 2nd, all approved.
 - B. Oath of office taken by P. Crossley
 - C. Check Signatories - motion made by Jeff for bank signatories to remain the same for 2019, Herman 2nd, all approved.
 - D. Bank Accounts - motion made by Herman for all bank accounts to remain as is, Leann 2nd, all approved.
 - E. Bill Payment - motion made by Jeff to authorize Herman and Gretchen to sign bill payments as necessary without Board meeting for 2019.
Herman 2nd, all approved.
 - F. Appointments
 - a. Motion made by Hugh to retain auditors Ferraioli, Wielkocz, Cerullo & Cuva, P.A. for 2019, Leann 2nd, all approved.
 - b. Motion made by Hugh to continue with the Town Journal as Newspaper of Record. Jeff 2nd, all approved.
 - G. Motion made by Diane to accept Petty Cash Account of \$115.00, Herman 2nd, all approved.
 - H. Motion made by Leann to accept Certification of Agreement with BCCLS, Hugh 2nd, all approved.
3. Motion made by Jeff to accept the Minutes of December 17, 2018 meeting, Diane 2nd, all approved.
4. Public Session
No public in attendance.
5. Correspondence
No correspondence this month.

6. President's Report
No special remarks.

7. Vice President's Report
No report this month.

8. Treasurer's Report
The accounts total \$128,836.96. The final payment of \$20,000 was received from the Boro, however approximately \$6,200 is owed to the Library. Gas and Electric usage was higher for December and annual expenses are approximately \$6,000 under budget.

The bills list includes the first payment of the year to BCCLS. The total for the bills this month is \$13,604.37.

A motion was made by Herman to accept the bills for payment. Hugh 2nd, all approved. Please refer to complete report for details.

9. Secretary's Report
No report this month.

10. Director's Report

The slight decrease in annual 2018 circulation is attributed to BCCLS delivery problems throughout the year. Program attendance and foot traffic is up and all 250 programs were well attended. There are 159 new card registrations, a continuing increase. The Blind Book date is going well and the Finance committee will meet with Bill Jones to negotiate costs of services.

BCCLS has a new delivery manager. The new system will test in April and hopefully be up and running in June.

Training for LEAP continues.

The first Friends of the Library meeting will take place this Wednesday, discussion will cover an Introduction to Formation and Slate of Officers.

Approximately 10 people are expected to attend.

Gretchen has been invited to speak at the NJLA Conference in May.

The \$15 minimum wage bill, if passed, will impact Library salaries and will be phased in. The WiFi router was zapped and the replacement is actually faster. Please refer to complete report for details.

Alyssa will be going to the HHK school to develop how best to use the school library and discussed successes with Children's Programming.

The Origami class was especially popular and will be offered again in March 2019.

11. Council Liaison

The Board welcomes Dane Policastro as our liaison and we look forward to his opinions and guidance. Welcome!

12. School Liaison

Diane spoke of the passing of a young mom and of the support and generosity of our community.

13. Committee Reports
 - A. Personnel - (closed session)
 - B. Finance - a meeting will be scheduled with Bill Jones.
 - C. Strategic Plan - the original plan will expire this year and will be reviewed.
 - D. Sub-Committee
 1. Title Search - no report this month.
14. Old Business
Friends of the Library and 2019 Operating Budget discussed above.
15. New Business
16. Closed Session
(7:25 - 8:45)

Meeting Adjourned : 8:50pm.

pmc for C. Richards