

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

October 17, 2022 at 7:30pm

AGENDA

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 7:34pm

In attendance: J. Mongelli, C. Richards, P. Crossley, D. Policastro, D. Mardy, H. Turk, H. Crowley, M. Taylor and J. Clutterbuck

Not in attendance: K. Clark and L. Surz

2. Minutes

Minutes of 9/19/2022 Regular Meeting
Motion to approve: J. Clutterbuck
Seconded: D. Mardy

Minutes of 9/19/2022 Closed Session
Motion to approve: J. Clutterbuck
Seconded: D. Mardy

3. Public Session

Time opened: 7:36

Time closed: 7:36

Motion to approve: H. Turk
Seconded: C. Richards

4. Trustee Reports

a. President, John Mongelli

BCCLS branding project update - refining logo and tagline; looking to implement between now and end of year.

b. Vice President, Hugh Turk

None

c. Treasurer, Herman Crowley

Capital Account Balance: \$120,504.41
Operating Account Balance: \$191,974.68
Total: \$312,479.09

September Bills List Total: \$21,260.24
Motion to Approve: H. Crowley
Seconded: H. Turk
All approved.

Electric bill doubled compared to last year. Gas bill is on par.

5. Library Director Report, Morgan Taylor, MLS

Circulation and Collections:

- September circulation totaled 3,200. This is a decrease of 19% over August, which is expected year to year.
- 202 items were added to the collection and 133 were withdrawn, primarily from the adult fiction collection
- Prices for digital content are going up.

Finance:

- 1/3 mill for 2023 will be \$495,043. That's an increase of \$26,505
- NJ state health benefits is going up 23%
- JIF is going up 10%
- COLA is going up 8.7%

Facilities:

- Roof holding, but evidence that tarp is being eaten or shredded.
- Garden Club switched out the window boxes for fall displays.

Programming:

- 8 programs with 147 participants
- Author visit canceled due to staffing issues.

Personnel:

- New Youth Services Librarian, Kevin Cosenza, started 10/17.
- Posting for the Marketing and Adult Services position is on hold for the moment
- Some changes to medical insurance offerings for staff.

BCCLS News:

- The BCCLS finance committee was able to keep the increase to a 2.35 Ours is a .78 increase (roughly \$200)

- Overall circulation is up, but still not meeting pre pandemic standards, as a result BCCLS dropping one delivery route and incorporating it into the remaining routes. This shouldn't impact HHK customers much.

Community Engagement:

- Working on scheduling a story time with a firefighter for next week.
- A Girl Scout troop donated the proceeds from their cookie sale to the library and will present the check this Friday.

6. Borough Council Liaison Report, Councilman Dane Policastro

None

7. Superintendent of Schools Report, Dr. Diane Mardy

- NJPBIAS stickers for the library
- HIB presentation scheduled for this week
- Seeking a custodial person for the school

8. Committee Reports

Finance Committee met on 10/12/22 to discuss updated Capital Plan

9. Old Business

Holiday schedule

- J. Clutterbuck moves to update the 2022 holiday schedule to indicate that the library will be closed on 12/23/2022 as the Christmas Eve holiday.

J. Mongelli seconds it

8 yay/1 nay

- For the 2023 holiday schedule,

J. Clutterbuck moves to close the Library on Saturday, December 23, Monday, December 25 and Tuesday, December 26th. D. Mardy seconds.

8 yay/1 nay

H. Turk moves to close the library one hour early on 12/17 for staff development. D. Mardy seconds. All in favor.



10. New Business

a. Capital plan

H. Turk moves to accept the 2023-26 Capital Spending Plan as written subject to further discussion and any future changes.

H. Crowley seconds.

All in favor.

b. Financial sustainability

- We will likely have to come up with some sort of funding to plan for what comes next with the library. We will need funds to do things, but also, if we expand and increase our services we will need funds to cover that. Additionally, if property values were to drop we would like to avoid cuts.
 - Consider a library foundation rather than a Friends group may be an answer. Such a foundation could help with corporate donations and/or an endowment to maintain stability.
 - Questions - How do we outsource this? Does BCCLS offer this? Is there someone who could donate their time/knowledge. Is there an advisory board within the state for this type of thing - can BCCLS help with this? Once we have a vision, how can we be really intentional of who we solicit for types of donations?
 - M. Taylor has a contact who may be able to answer some of our preliminary questions.

We have to transfer money into our Capital Account because. The auditor recommends transferring, 24,400 from the Operating to the Capitol Account.

H. Turk moves the resolution to transfer \$24,400 from the Operating to the Capitol Account. H. Crowley seconds. All approved.

C. Richards moves to start the November meeting at 7pm, rather than 7:30.

D. Mardy seconds

All approved

11. Closed Session

Time opened: 8:46pm

Time closed: 9:15pm

12. Adjournment

Vote to adjourn: D. Mardy

Seconded: H. Turk

All in favor

Time of Adjournment: 9:35pm

Date of Next Meeting: Monday, November 21, 2022