

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

March 18, 2024 at 6:30pm

MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 6:38PM

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

Not in attendance: H. Crowley, D. Mardy, D. Policastro

2. Minutes

2/26/2024 Regular Meeting

Motion to approve: H. Turk

Second: D. Perricelli

Abstentions: J. Clutterbuck

3. Public Session

No public in attendance

4. Trustee Reports

a. President's Report:

None

b. Treasurer, Herman Crowley

Capital Account Balance: \$198,465.23

Operating Account Balance: \$106,257.93

Total: \$304,723.16

Bills List Total: \$6,298.08

Motion to Approve: H. Turk

Second: J. Clutterbuck

All in favor? Yes

5. Library Director Report, Morgan Taylor, MLS

- Circulation:

- 3,374 items circulated in the February
- 158 items added to the collection
- Middle Ground collection has been completed and shelved creating in children's room, better flow for young adult area.
- Large weeding project in adult section completed
- Finance
 - The library received a \$5,271.40 Borough close out check from 2023
 - The library received its 1st quarter check for 2024
 - The library submitted the annual report to apply for Per Capita State Aid
- Facilities
 - The heat went out on 3/8 due to a pilot light problem; Gen III came to fix it. Library is awaiting follow up. M. Taylor will revisit.
- Programs
 - 13 programs with a total of 174 participants including a visit from the Tooth Fairy and the start of Mah Jongg lessons
 - Mah Jongg lessons generated much interest and there is talk of organizing another session in the fall.
 - New book group, partnering with Allendale, scheduled for the evening of 3/20. There was lots of interest and a wait list has been established. Due to the large interest, M. Taylor is considering looking into a daytime book group as well.
- Staff:
 - Staff was trained on the new BCCLS search catalog, which switches over on 3/24
- Community Engagement:
 - The Director and Youth Services Librarian each read at the school for Read Across America
 - Bind Date with a Book program was very successful and the library collected \$175; M. Taylor will do it again next February, and is considering a beach read version for the summer.
- BCCLS
 - BCCLS Strategic Planning Committee is accepting RFPs
 - 3/21 will be the System Council meeting; up for discussion is adding Library IQ to the ILS for purposes of analyzing shared data. There would be a cost associated with this subscription service, should it be approved.

- Industry News
 - NJLA conference will be May 29-31; M. Taylor will present.
 - Rutgers launched a program to place social work interns in libraries across central NJ; this is inline with the concept of libraries shifting into roles of community centers.

Youth Services, Kevin Cosenza

- collection development - see above
- programs - see above
- Read across America read featured Hedy Lamarr

6. Borough Council Liaison Report, Councilman Dane Policastro

Not present

- M. Taylor reported that the professionals are doing a more intensive cost analysis; this is expected to take a few more weeks.
- It was suggested that M. Taylor take a preliminary look at furniture and fixtures, and to see if there is anything from here that we'd like to take with us. M. Taylor will reach out to some designers to help facilitate what makes sense and how to acquire these types of things.
- The question came up about the timeline for scheduling the meeting to show the town. M. Taylor will follow up with D. Policastro.
- The question came up about when the Library can start getting information out to the public and get people excited about the possibilities. M. Taylor will follow up with D. Policastro.
- The next committee meeting is not yet scheduled.
- Any fundraising the Library does will go into the Library's Capital Account.

7. Superintendent of Schools Report, Dr. Diane Mardy

Not present

8. Old Business

- Friends/Fundraising:
 - We can do a capital campaign as the Library
 - We can ask other organizations to fundraise on our behalf since Friends did not finish the 501(c)3 process
 - M. Taylor has been in contact with the IRS about an IRS determination letter, or if we are housed under the Borough. B. Jones thinks the library does not have its own and is under the Borough's. B. Jones recommends contacting the auditor or our attorney about this.

9. New Business

- The trustees authorized a catered Luncheon for staff during National Library Week the week of April 7th.
- Question about coffee for patrons during NLW
- M. Taylor considering Bonfire for a tee shirt fundraiser
- *Trustee Talk* Discussion: possibility of BCCLS providing informational sessions at League of Municipalities (November).
- The board is required to do a minimum of 8 professional development hours over the course of the year.
- The Policies and Procedures Committee will meet prior to next Board Meeting

10. Adjournment

Motion to adjourn: J. Clutterbuck

Second: L. Surz

All in favor.

Time of Adjournment: 7:53PM

Date of Next Meeting: Monday, April 15, 2024 at 6:30pm