

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Minutes
June 14, 2017
Regular Meeting

- A. Meeting called to order: 7:35 p.m.—President John Fearnis presiding
- B. Reading of the Open Public Meetings Act: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of June 14, 2017 was included in a list of meetings notice advertised in the NORTH JERSEY HERALD & NEWS and THE HAWTHORNE PRESS on January 26, 2017, was posted on the bulletin board and remains continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Borough Clerk.

Proper notice having been given, the Secretary is directed to include this statement in the minutes of this meeting.

- C. Roll call:
1. Members present: Shirley De Groot, Mayor Randy George, John Fearnis, Erik Malpica, Holly Rogers
 2. Members absent: Joanne Tattersall (excused)
 3. Staff present: Susan Serico, Library Director
 4. Guests present: None
- D. Correspondence: None
- E. Minutes of the previous meeting: **Motion to approve the minutes of the previous meeting of May 10, 2017 made by Holly Rogers and seconded by Erik Malpica. Motion carried.**
- F. Treasurer's General Fund Report: **Motion to receive the April 2017 Treasurer's General Fund Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- G. Treasurer's Gift Account Report: **Motion to receive the April 2017 Treasurer's Gift Account Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- H. Treasurer's Capital Account Report: **Motion to receive the April 2017 Treasurer's Capital Account Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**

- I. Bills in Order to Be Paid: **Motion the bills for May 11-June 14, 2017 be paid if and when the funds are available made by Holly Rogers and seconded by Erik Malpica. Motion carried.** (Copy attached and made part of the within minutes.)
- J. Director's Report: **Motion to receive the May 2017 Director's Report made by Erik Malpica and seconded by Holly Rogers. Motion carried.**
- L. Committee reports:
1. Public Relations:
 - a. The last Tech Talk for the spring semester was held on May 11 with one adult in attendance. Tech Talk is sponsored by the Friends of the Library.
 - b. 13 children ages 3-5 and a parent/caregiver attended Preschool Story Time on May 12.
 - c. 10 children in grades K-2 attended the May 12 Super Science class.
 - d. Seven children ages 12-23 months and five parents/caregivers came to Baby Play Time on May 15.
 - e. Eight women made beaded bell wind chimes with the Crafty Ladies Club on May 16.
 - f. The Friends of the Library Executive Board met on June 16. Seven people attended the meeting.
 - g. 12 adults joined Mario Medici and Miss Susan for a Walk 'n' Talk trip to Ellis Island and the Statue of Liberty on May 17. The Walk 'n' Talk series is sponsored by the Friends of the Library in conjunction with the Library Board of Trustees.
 - h. 12 children ages 3-5 and nine parents/caregivers attended the May 19 session of Preschool Story Time.
 - i. Eight children in grades K-4 participated in the May 19 After-School Story Time.
 - j. Six children ages 12-23 months and five parents/caregivers came to Baby Play Time on May 22.
 - k. *Learning to Drive* was shown as part of the Movies Worth Watching series on May 23. 12 adults were in attendance.
 - l. 11 members of the Borough's Public Events Committee met at the library on May 23.
 - m. Nine two year-olds and a parent/caregiver attended Toddler Story Time on May 24.
 - n. Four members of the Green Team met at the library on May 25.
 - o. 14 children ages 3-5 and nine parents/caregivers came to the May 26 session of Preschool Story Time.
 - p. Seven 3rd and 4th grade students attended the May 26 Super Science class.
 - q. 10 members of the Golden Age Club Executive Board met at the library on June 1.

- r. On June 6 (D-Day), Joe De Luccia presented a talk on *The Air Force in World War II*. De Luccia was a radio operator/gunner who, as part of a ten-man crew on a B-17, flew 32 combat missions between June and October 1944. A Tuesday Talks for Seniors event, the program was hosted by the Friends of the Library.
- s. 15 women met with author Marina Antropow Cramer to discuss her recently published novel, *Roads* at the June 13 Readers Kaffeeklatsch.
- t. Nine members of the PALS Plus Tech Services Committee met at the library this morning.
- u. Upcoming programs:
 - (1.) Crafty Ladies (6/20)
 - (2.) Walk 'n' Talk (6/21)
 - (3.) Summer Reading program (6/21-8/31)
 - (4.) Movies Worth Watching (6/27)
 - (5.) PEC meeting (6/27)
 - (6.) Chair Yoga (6/29-8/3)
 - (7.) Readers Kaffeeklatsch (7/11)

2. Personnel: No report

3. Building, Grounds and Expansion:

- a. The Mayor reported Al Zaccone has prepared specs for new LED light fixtures in the conference room, the children's picture book room, the kitchen and hallway, the Technical Services office and the Director's office. The next step will be to secure quotes for the project.
- b. The Mayor also reported he is seeking quotes to replace the pavers in the front courtyard and walkway.

4. Policy/Library Services: No report

5. Finance:

- a. **Motion for a resolution to request from the Borough of North Haledon the sum of one hundred nine thousand five hundred ninety-seven dollars and fifty cents (\$109,597.50) appropriated for Library purposes July through September 2017 made by Erik Malpica and seconded by Holly Rogers. Motion carried.** (Copy attached and made part of the within minutes.)

M. Unfinished business: None

N. New business: None

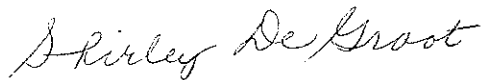
O. Motion to open meeting to public for discussion: **Motion to open meeting to the public for discussion made by Holly Rogers and seconded by Mayor George. Motion carried.**

P. Motion to close the floor to the public: **There being no public present, motion to close the floor to the public made by Erik Malpica and seconded by Mayor George. Motion carried.**

Q. Motion to close the meeting: **Motion to close the meeting and adjourn at 8:07 p.m. Made by Holly Rogers and seconded by Mayor George. Motion carried.**

R. Date of next regularly scheduled meeting: The next meeting of the Trustees of the Free Public Library of the Borough of North Haledon will be held on July 12, 2017 at 7:30 p.m. in the library.

Respectfully submitted,



Shirley De Groot
Secretary

Sfs

Free Public Library
Borough of North Haledon

Bills in Order to Be Paid
May 11 - June 14, 2017

I. GENERAL FUND

A. SALARIES/LONGEVITY (May 2017) 28,657.26

B. FRINGE BENEFITS

Group health insurance (1st & 2nd quarters, 2017)	24,465.60
Social Security (May 2017)	2,192.24
Unemployment/Disability (May 2017)	25.37

26,683.21

C. MATERIALS

Audiovisual:

CDs:

Recorded Books, LLC (75527600, 75531183, 75532380, 75532297, 75534732, 75534988, 75534251, 75536960, 75536739, 75537948, 75538422, 75539934, 75540216, 75541529)	664.35
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DVDs:

Baker & Taylor (K97504460, K98013510, K98496660, K98992910, K828190CM)	71.93
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Books:

Baker & Taylor (3021594431, 3021596388, 3021614079, 3021625768);	1,156.21
Cavendish Square (CAL312501)	195.54

Computer-readable:

eBooks:

OverDrive, Inc. (6137-18303820-050317, 6137-120519100-050817, 6137-124922457-051317, 6137-152654250-052017, 6137-144541857-053017)	841.87
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2,929.90

D. OTHER LIBRARY OPERATING EXPENDITURES

Audit:

Ferraioli, Wielkocz, Derulla & Cuva, P.A. (2016 audit)	1,675.00
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Communications:

AT & T (04/28/17 - 05/28/17)	138.40
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Library Equipment:

Staples Credit Plan (1807953131)	109.99
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Library Supplies:

Demco, Inc. (6144803)	157.05
Research Technology International (200302)	119.85
Staples Credit Plan (1810258211, 1811884121, 1811885201, 94621)	259.00

Public Relations:

Art & Craft Supplies:

Adult programs:

Oriental Trading Company (683967157-01)	43.95
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Children's programs:

Staples Credit Plan (1811884781)	16.98
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Book Club Supplies:

Adult programs:

Baker & Taylor (3021581940)	200.18
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Free Public Library
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May 11 - June 14, 2017

Hospitality:

Staples Credit Plan (1810881721)	<u>74.92</u>	2,795.32
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E. PLANT OPERATION & MAINTENANCE

Custodial Supplies:

Staples Credit Plan (1804965871, 1806090611, 1806090841)	208.45	
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Lighting, Heating & Air-conditioning:

Public Service Electric Gas Co. (04/26/17-05/23/17)	1,001.82	
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Multi-peril Insurance:

Borough of North Haledon (2017 premium)	9,001.00	
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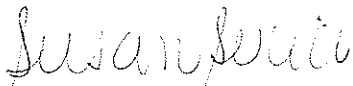
Water:

Manchester Utilities Authority (02/15/17-05/18/17)	<u>318.47</u>	10,529.74
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TOTAL DISBURSEMENTS FROM GENERAL FUND

71,595.43

Respectfully submitted,



Susan Serico
Director

Trustees of the Free Public Library
Borough of North Haledon

RESOLUTION
#4 – 2017

**TITLE: RESOLUTION TO REQUEST BOROUGH ALLOTMENT FOR
3rd QUARTER, 2017**

WHEREAS, pursuant to N.J.S.A. 40:54-8 and 40:54-29.4, municipalities are required to provide an annual mandatory library appropriation;

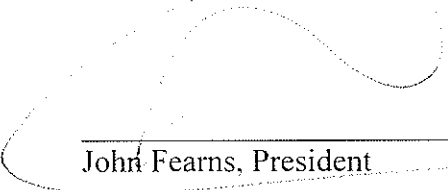
AND WHEREAS the minimum annual appropriation must be a sum equal to one-third of a mill on every dollar of taxable value of each property within the municipality based on the equalized valuation of such property as certified by the Director of the Division of Taxation in the Department of the Treasury;

AND WHEREAS municipalities which structure the expenditure of the library appropriation into periodic payments, shall make such periodic payments to the treasurer in advance at a rate of no less than 25 percent of the total annual appropriation in quarterly installments;

NOW THEREFORE BE IT RESOLVED by the Trustees of the Free Public Library of the Borough of North Haledon,

THAT the President and Treasurer be authorized to issue its warrant upon the Borough of North Haledon for the total sum of:

One hundred nine thousand five hundred ninety-seven dollars and fifty cents (\$109,597.50) for library purposes for July through September 2017.



John Fearn, President



Shirley De Groot, Secretary

ADOPTED: 6/14/2017