

RUTHERFORD PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES FOR JANUARY 6, 2010 MEETING

**OPEN MEETING**

**I. ROLL CALL**

TRUSTEES PRESENT Mr. Thomas Bryant  
Ms. Brenda Fargo  
Ms. Nan Giblin  
Ms. Janice Glock  
Mr. Gerry Grenier  
Mayor John Hipp  
Ms. Patricia Wester  
Ms. Ann Wilson

STAFF PRESENT Director Ms. Jane Fisher, Asst. Director Ms. Joan Velez

OTHERS PRESENT None

CALL TO ORDER The meeting was called to order at 7:06 p.m. by Ms. Wilson.

**II. PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT**

Ms. Glock read the Provisions of the Open Public Meetings Act.

**III. HEARING OF THE CITIZENS**

No citizens were present.

**IV. CORRESPONDENCE**

A letter of resignation received from Donna Siegenthaler was read. Ms. Siegenthaler resigned from being the minute-taker at the Library Board meetings and thanked the Trustees for the opportunity to serve since March 2007.

**V. PRESIDENT'S REPORT**

**A. Agenda**

**Motion:** *To approve the Agenda as distributed in the packet.*  
Moved: Wester; Seconded: Fargo  
For: Bryant, Fargo, Giblin, Glock, Grenier, Wester, Wilson

**B. Approval of the Minutes**

**Motion:** *To approve the minutes of the December 8, 2009 regular meeting.*  
Moved: Glock; Seconded: Wester  
For: Bryant, Fargo, Giblin, Glock, Grenier, Wester, Wilson

Ms. Wilson suggested the Trustees take a look at the beautiful "Knit One Read Two" window display on Park Avenue.

Ms. Wilson distributed a New York Times article provided by Ms. Fargo titled "Food for Fines" (leniency for overdue books).

Ms. Wilson reviewed the Census data that she provided showing Rutherford demographics. She made note of the greater diversity in the Rutherford Public School System than in the general population.

## VI. NOMINATING COMMITTEE

Ms. Glock, representing the Nominating Committee, read the nominations for the election of officers to serve in 2010 as follows: for President, Ms. Patricia Wester; for Vice President, Ms. Nan Giblin; for Secretary, Ms. Janice Glock; for Treasurer, Mr. Gerry Grenier. All have agreed to run for office.

Ms. Glock asked if there were any nominations from the floor. Hearing none, she asked for a motion for the slate as presented by the Nominating Committee as follows:

**Motion:** *Motion for the unanimous approval of the election of officers for 2010:*

*Ms. Patricia Wester – President*

*Ms. Nan Giblin – Vice President*

*Ms. Janice Glock – Secretary*

*Mr. Gerry Grenier – Treasurer*

*Moved: Grenier; Seconded: Wilson*

*For: Bryant, Fargo, Giblin, Glock, Grenier, Hipp, Wester, Wilson*

Ms. Glock also noted that Ms. Wilson will continue to serve as a Trustee on the Board but is unable to continue on as an officer because of increased professional responsibilities. All thanked Ms. Wilson for her outstanding work as Board President.

## VII. DIRECTOR'S REPORT

Ms. Fisher distributed and reviewed the year-end report. She made note of increases in use. Ms. Fisher discussed the handout regarding "Talking Points for Library Trustees." A magnet calendar prepared by reference librarian Rhoda Portugal was given to each Trustee. Ms. Fisher reported that the Library staff recently contributed more than \$400 to the Rutherford Food Pantry.

Ms. Fisher discussed a problem that the Library is presently experiencing with disruptive teenagers. The Library is attempting to respond to problem behaviors that are generating many complaints from other teens and adults. She said that the six weeks before the holidays were particularly difficult and that there has been some vandalism as well as theft of two computer keyboards. Ms. Fisher has discussed these concerns with Rutherford's Police Director. He has suggested that the Police Department include the Library on its regular community policing plans for Park Avenue.

Ms. Fisher said a documentary filmmaker and NYU grad student is making a film about public libraries. This student has expressed an interest in including the Rutherford Library, which was recommended to him. Ms. Fisher stated that this would happen in February if he continues in good faith and obtains the appropriate permits from the Borough.

Ms. Wester praised the January 1, 2010 presentation of books added to the Library's collection in honor of the 2010 Mayor and Council. She thought the presentation was a good idea and hopes that it becomes a tradition.

## VIII. COMMITTEES

### A. Finance:

Mr. Grenier stated that the unpaid bills detail included in the packet had four additions (Baker & Taylor invoices for library materials), bringing the total to \$14,737.

**Motion:** *To approve the payment of bills, including the addition of the Baker & Taylor invoices.*

Moved: Giblin; Seconded: Wester

For: Bryant, Fargo, Giblin, Glock, Grenier, Hipp, Wester, Wilson

**B. Building and Grounds:**

Ms. Glock provided an update on the HVAC status. She also stated that the report from the county's Industrial Hygienist regarding the lower level mold problem has not arrived. The Library experienced heating issues during severe cold temperatures. The Department of Public Works was acknowledged for its good early work clearing the walkways after the snowstorm on 12/18/09. This made the Sunday performance of the Nutcracker possible.

**IX. OTHER REPORTS**

**A. Mayor**

Mayor Hipp said that his presentation about the Library during the Borough's Sine Die meeting was well received. He said that the Council is beginning the 2010 budget process and that he plans to be directly involved with Department Heads and Borough CFO Ed Cortright. Mayor Hipp expects the initial budget to be ready for discussion within the next few weeks.

Mayor Hipp will make appointments to municipal boards soon. In the meantime, he announced that current Library Trustee Mr. Bryant will be his alternate. Mayor Hipp stated that he will personally continue to serve on the Library Board, but that Mr. Bryant may vote in his absence. Mayor Hipp said that he will be happy to consider the Board's recommendations for potential Trustees for Library Board vacancies.

The Mayor said that the Borough Attorney completed the HVAC certifications and that they have been sent to Mr. Gupta at Envirocon. Mayor Hipp is ready to authorize final payment to Envirocon.

Mayor Hipp reported that there would be a more regular foot-patrol community policing on Park Avenue. Through this effort, he wants to create an awareness that drivers must stop for pedestrians in crosswalks.

**B. Friends of the Library:**

Ms. Fisher reported that she attended the Friends meeting on January 5. Their November mailer generated two times more funds than at this time last year. The raffles and baskets have also been very successful. The Friends ended 2008 with a bank balance of \$3,500, and this year their ending balance is \$14,000. Ms. Fisher recently presented the Friends a list of sponsorship opportunities. She distributed this list to the Trustees for their information. In 2009, the Friends contributed \$10,000 for programs. The Friends is currently seeking new members for its Board of Trustees.

**X. UNFINISHED BUSINESS**

Ms. Wilson said that the recent change in Library Board meeting date from 2<sup>nd</sup> Tuesday to 1<sup>st</sup> Wednesday is problematic because it is too early in the month to assure distribution of the previous month's financial and performance data. After some discussion, the Trustees determined that the 3<sup>rd</sup> Wednesday of the month is a better meeting date.

**Motion:** *To change the meeting schedule from the first Wednesday of the month to the third Wednesday of the month.*  
Moved: Hipp; Seconded: Wilson  
For: Bryant, Fargo, Giblin, Glock, Grenier, Hipp, Wester, Wilson

**XI. NEW BUSINESS**

Ms. Wester said that she is honored to serve as the President of the Board of Trustees for 2010. She said we have a great Board and hopes that we will continue to work together as we face both opportunities and challenges ahead. Ms. Wester encouraged all of the Trustees to contribute to Board discussions and committee work. She hopes that our work on establishing a Library Foundation and raising money for a future renovation can get underway in 2010. Ms. Wester said that the best way to contact her is via email or cell phone.

**XII. ADJOURNMENT**

**Motion:** *To adjourn the meeting.*  
Moved: Giblin; Seconded: Grenier  
For: Bryant, Fargo, Giblin, Glock, Grenier, Hipp, Wester, Wilson

There being no further business before the Board, the meeting was adjourned at 8:04 p.m.

Respectfully submitted,



Patricia Wester, President