

**LIBRARY MINUTES**  
February 26, 2018

The February regular monthly meeting of the Pompton Lakes Public Library was called to order by Anne Keating at 7:01 p.m. on Monday, February 26, 2018 in the Meeting Room of the Pompton Lakes Library, 333 Wanaque Avenue, Pompton Lakes, NJ 07442. The statement of compliance was read.

**Present:** Mr. Ozzie Diaz, Mr. Glenn Huther, Mrs. Marianne Vozzo, Mrs. Kathleen Cole, Mrs. Jessica Ceccolini, Mrs. Anne Keating, Mr. Michael Drazek, Director, Mayor Michael Serra

**Absent:** Ms. Sheryl Bossak

**Minutes:** The January 2018 regular meeting minutes were examined. A motion was made to accept the minutes by Kathleen Cole, seconded by Anne Keating, carried. The January 2018 reorganization minutes were examined. A motion was made to accept the minutes by Kathleen Cole, seconded by Jessica Ceccolini, carried.

**Collection and Finance**

A motion was made to transfer funds from the Borough Savings Account to the Borough Checking Account to pay the Budget 2017 Bills on the February 2018 Bill List by Kathleen Cole, seconded by Marianne Vozzo, carried.

A motion was made to transfer funds from the Borough Savings Account to the Borough Checking Account to pay the Budget 2018 Bills on the February 2018 Bill List by Jessica Ceccolini, seconded by Kathleen Cole, carried.

Collection and finance reports were discussed. Mayor Mike Serra advised that with the new re-evaluation tax rate, the library can expect to receive a little more funds, but will need to explore other ways for revenue.

**Director's Report**

The Director's Report was examined by the Board. Discussion followed. The library distribution service LibraryLinkNJ had selected a new delivery service, ExPak Logistics, to handle distribution of materials between libraries. However, after a dismal start, ExPak Logistics has decided to terminate their contract and have given a 120 days' notice. LibraryLinkNJ will reopen request for proposals and hope to have a new delivery service by end of May. The distribution for Pompton Lakes library has improved, but for larger libraries it is still unacceptable.

**Friends of the Library Report**

Shirley reported that the current funds are around \$6,000. Due to snow, the last meeting was postponed to 2/21 and the meeting minutes have not been released yet. However, Shirley was able to update us on some of the events. The memoir writing workshop was very well attended.

Ten people signed up, but 21 actually showed up. Helene Zablocki, an English teacher, ran the workshop and will be running a college essay writing workshop in April. She has also advocated for the town wide book read by presenting the idea to the local school boards. They have been very receptive. The Friends group will look into cost of the books, including getting used copies as well. Shirley recently met with the historical society of Pompton Lakes and would like to combine their walking tour in April with a book sale at the library. Family Game Day this past weekend did not go as well as expected. Only one family stopped in and didn't stay because there were no other families present. Lesson learned. Another idea suggested by members of the Friends group included a bus trip to an orchestra performance. The Holiday Tour has attracted four families willing to let residents tour their homes. Next step is to look into insurance.

### **Old Business**

Michael Drazek presented updated book dedication forms in color and labels that will be used for the books. Everyone liked them, but Kathleen Cole suggested adding Pompton Lakes, NJ to the label. Ozzie Diaz would like to see the forms available on the website as well.

Mayor Michael Serra gave an update on the microbial remediation needed at the library. The work needed is currently out for bid. It will require cleaning, engineering to determine what is causing the problem and then renovations where necessary. Cleaning will take approximately 3 weeks and would be conducted when the library is closed. The leak causing the problem will need to be determined next, which most likely is from the foundation or the roof. If it's from the roof, we may be able to reach out to the roofing company for some kind of recourse. The current insurance will not cover any of the damages. Therefore we will need to determine how to cover costs. Ideas suggested include fund drives collecting cash like the volunteer fire department, leaving preprinted envelopes at funeral homes to make donations to the local volunteer organizations, and raising the tax to residents by a few cents to help cover costs.

### **New Business**

Glenn Huther, our newest board member, was sworn in by Mayor Michael Serra.

Michael Drazek offered basement tour after the meeting to anyone interested.

New Jersey State Aid report for 2017 was reviewed. It outlines operating costs for the year. State aid received was \$4,811.00. This report will be provided to the borough's CFO for approval and then submitted to the state by March 15<sup>th</sup>. Within a couple of months this report and previous years will be available for viewing on the state library website.

Michael Drazek presented the Pompton Lakes Library Manual to all members. Anne Keating asked all members to take the manual home for review to be discussed at the next meeting.

Michael Drazek advised that the current phone system is getting old and parts are no longer available for repair. He's been getting calls from vendors to upgrade the system, but their leasing proposals are very expensive. The phone service is through the borough, but the phones are ours. Concern is that we will need one land line for fire alarm. Glenn advised that at his business they are using a VOIP system that is much more affordable. It includes one line with four branching numbers and leases the equipment for \$100 a month. Glenn will get Michael the representative's contact information. And Kathleen Cole suggested to get in touch with Al from the fire department to confirm fire alarm phone line.

Michael Drazek provided updated contact sheet of the Pompton Lakes library for review.

Anne Keating advised that she would like to opt out of the paper mailing of the meeting agenda and would like to receive it via email instead. Kathleen Cole, Ozzie Diaz, Marianne Vozzo,

Glenn Huther, Jessica Ceccolini and Cristiane Jennings also agreed to receive email notification instead of paper mailings.

**Meeting Opened for Public Comments** – The meeting was opened for public comments at 8:16pm. There being no members of the public present, the open portion of the meeting was closed at 8:16pm.

**Meeting Adjourned** – A motion was made to adjourn the meeting at 8:17pm by Anne Keating, seconded by Ozzie Diaz, carried.

The next meeting is scheduled for March 19th, 2018 at 7:00 p.m.

Approved by,

Marianne Vozzo  
Secretary