

LIBRARY MINUTES
September 17, 2018

The September regular monthly meeting of the Pompton Lakes Public Library was called to order by Anne Keating at 7:00 p.m. on Monday, September 17, 2018 in the meeting room of the Pompton Lakes Library, 333 Wanaque Avenue, Pompton Lakes, NJ 07442. The statement of compliance was read.

Present: Ms. Sheryl Bossak, Mr. Ozzie Diaz, Mrs. Anne Keating, Mrs. Marianne Vozzo, Mr. Michael Drazek, Director, Jennifer Polidori, Council Liaison

Absent: Mrs. Jessica Ceccolini, Mrs. Kathleen Cole, Mr. Glenn Huther

Minutes: The June 2018 regular meeting minutes were examined. Minor correction observed by Anne Keating to change minutes examined to correct month and location. A motion was made to accept the minutes by Sheryl Bossak, seconded by Anne Keating, 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 2018 Bills on the September 2018 Bill List by Marianne Vozzo, seconded by Sheryl Bossak, carried.

Collection and finance reports were discussed. Michael explained the majority of the expenses were for PALS Plus which was billed twice a year to take advantage of the discount. But there is discussion of eliminating the discount due to too many libraries taking advantage of it and going back to quarterly billing. PALS Plus is based on size, usage and sessions completed on the public computers. Hoopla is serviced through PALS Plus and is based on how many times it is accessed.

Director's Report

The Director's Report was examined by the Board. Discussion followed. Michael advised that inside remediation has been completed. Dehumidifiers for the basement are on backorder, but until they arrive, the remediation company has supplied us with temporary ones. However, Michael advised that water is still getting into the basement possibly due to poor drainage. He suggested that the gutters may need to be cleaned, sump pump will need to be replaced to handle what the dehumidifier puts out and the outside brick work will need to be addressed. Ozzie suggested water proofing the outside basement walls. And Sheryl asked if we could get the town building inspector to take a look and give some suggestions as well. In addition, Michael advised that a lot of the shelving and tables in the basement had to be thrown out, which he would like to have replaced. Councilwoman Jennifer Polidori will get more information on what the borough can do to help with the library's needs. Anne Keating commented that the town council has been very helpful in getting things done for the library recently and really appreciates it.

Friends of the Library Report

Shirley McCabe reported September treasury balance at \$6,590.94. The group met throughout the summer and participated in several events, including National Night Out, Pompton Day and One Book One Town. At National Night Out in August, the group set up a table with books for sale, coloring books and lollipops for the kids. At Pompton Day, Michael Drazek helped set up a booth with books for sale. One Book One Town was a success. Michael advised that "Thunder Dog" was checked out often and the culmination event on September 8th attracted couple dozen people to listen and see how Seeing Eye dogs are trained, which was presented by Scott SanTERS, who's family raises service dogs. The NJ Symphony Orchestra trip has attracted 30 participants and will go on as planned. The results of the cultural arts and historic grant to be used for a film series will be decided in October. The Holiday House Tours will be held December 2, 2018 2-4pm. Four families have volunteered to open their decorated homes to the

public. Tickets bought in advance will be \$20 per person or \$15 per person if you're a member of the Friends of the Library. On day of the event they will be \$25 per person. Goal is to raise \$1,000. Girl Scouts will make signs to help advertise the event. More details to follow as we get closer to the event. Next meeting is scheduled for Tuesday, October 2nd, 4pm at the library.

Old Business

The Pompton Lakes Women's Club donation of \$1000 has been used to purchase audio books. A total of 44 audio books have been purchased, 60% are for adults and 40% for children. They are expected to arrive by the end of the month. Labels will be affixed to the audio books to indicate donation by PL Women's Club.

New Business

NJ Library Trustee Institute – Michael Drazek presented flyers for an upcoming trustee training session held on Saturday, October 27th in East Windsor. The first trustee from each library will be able to go for free and each additional will be charged \$95. Michael advised that there should be a local trustee training course also available, but no date has been set yet. It's usually held late October, early November. Each library trustee board is required to have at least 7 hours of trustee training. Michael will check to see how much training we have so far so we can plan accordingly.

Staff – Michael Drazek advised that one part time employee who worked 16-1/2 hours a week has resigned. He would like to replace her with possibly two employees, including a high school student. He's looking for coverage on Monday nights and all day Saturday and a couple hours a day for a few days a week. He thought he could hire one for the Monday and Saturday shifts and a high school student for the couple hours a day for a few days. Marianne Vozzo will find out who to contact at the high school for a possible student employee.

Boiler plumbing – Michael is concerned with the boiler's thermo-coupler. In past years the coupler has failed during the cold months and forced them to close the library until it could be fixed. Also, pipes have pitted rust spots on them. Ozzie suggested boiler and pipe inspection before replacing anything. Pompton Lakes borough doesn't have any specific plumber that they use, but Councilwoman Jennifer Polidori will find out who they would suggest in this instance and get back to Michael with further details.

A Wells Fargo representative asked Michael if they would be able to set up a table at the library to talk about bank services. Trustees were in agreement that they wouldn't feel comfortable allowing Wells Fargo to promote their product and felt that it would force them to allow other banks in as well.

Meeting Opened for Public Comments – The meeting was opened for public comments at 8:06pm. There being no members of the public present, the open portion of the meeting was closed at 8:06pm.

Meeting Adjourned – A motion was made to adjourn the meeting at 8:07pm by Marianne Vozzo, seconded by Ozzie Diaz, carried.

The next meeting is scheduled for October 15th, 2018 at 7:00 p.m.

Approved by,

Marianne Vozzo
Secretary