

January 21, 2016

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 4:36pm.

Ms. Willms informed the Board that adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law.

Attendance Roll Call

Present – DiBernardo, Mizdol, Shaw, Slomieski, Tomko.

At this point in the meeting Mrs. Shaw requested to go into closed session to discuss library issues. Mrs. Mizdol made the motion at 4:37pm and the motion was seconded by Mrs. DiBernardo.

Roll Call: All in favor—so ordered.

Ms. Willms was asked to return to the meeting at 4:55pm. A motion was made by Mrs. Shaw, seconded by Mr. Tomko to return to open session.

Roll Call: All in favor—so ordered.

Minutes

On a motion by Mrs. Slomieski, seconded by Mrs. DiBernardo, the minutes of the November 19, 2015 meeting were accepted as written.

Roll Call: All in favor—so ordered.

Public Portion

There being no one present from the public, the Public Portion was open and closed.

Budget Report

A question was asked about the transfer of funds, but the books for 2015 have not yet been closed as we are waiting for the end of year report from the Borough. A motion was made by Mr. Tomko, seconded by Mrs. Slomieski to accept the budget report.

Roll Call: Aye – DiBernardo, Mizdol, Shaw, Slomieski, Tomko.

Correspondence

Ms. Willms presented the *Certification of Agreement* that is sent to BCCLS every year. The form ensures that the Library is in compliance with the bylaws of BCCLS and the policies and procedures of the membership. The form is signed by the President of the Library Board and the Library Director, and mailed to the BCCLS office.

New Business

Director's Report

There was a discussion regarding what Board members would like to see in the monthly director's report. Included in the discussion of what Board members would like to see in monthly report were: specific dates of fire and lockdown drills, summary of discussions with staff regarding various library issues/concerns, summary of communications with individual revamping the library's website.

On a motion by Mrs. Mizdol, seconded by Mr. Tomko the Director's Report was accepted.

Roll Call: All in favor—so ordered.

Board members examined evacuation maps, and on a motion by Mrs. Shaw, seconded by Mrs. Slomieski the evacuation maps were accepted and to be posted shortly.

Roll Call: All in Favor—so ordered.

Mrs. Shaw gave Ms. Willms a table of action items, most of which are ongoing.

Bills

On a motion by Mrs. Slomieski, seconded by Mrs. DiBernardo, all bills presented will be paid.

Roll Call: Aye – DiBernardo, Mizdol, Shaw, Slomieski, Tomko.

Old Business

A reminder was given to Ms. Willms to include the staff schedule in the monthly packet.

Ms. Willms was encouraged to work with the individual in charge of the Senior Program at the Civic Center.

Other Business

Every month the Board would like to see a summary of the statistics on the library's Facebook page, and any other library information that residents of the town could view, as well as any pictures of library events that would be of interest to users of Facebook.

Library staff will soon be going to workshops on assorted topics: Circulation, LyndaPro, and Sky River. The Board will be informed of the dates when they are scheduled.

A very brief discussion ensued of a new facility for the library and/or moving the DPW to a different location.

There was also discussion having children who attend a library event, such as the Christmas program, to sign a card thanking the individual(s) doing the program, or helping with the program. During the discussion an idea was presented for a children's program that would have them making cards for seniors at a day care center, or to those seniors that are members of the town's senior center. Cards for Valentine's Day was an example given.

Adjournment

The next meeting will be held on **Thursday February 18, 2016 at 4:30pm.**

On a motion by Mrs. Slomienski, seconded by Mrs. DiBernardo the meeting was adjourned at 5:44pm.

Roll call: All in favor—so ordered..