

ENGLEWOOD PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF MEETING OF JUNE 16, 2009

These minutes have not been formally approved and are subject to change or modification by the Board of Trustees at its next meeting.

BOARD OF TRUSTEES – Shirley Green, President; Katharine Glynn, Vice-President; Gerald Crane, Treasurer, Arnold Brown, Jerome Ozer, Malva Wise-White. Absent: Carolyn Sekas, Gloria Escobar and Debra Trachtenberg. ADMINISTRATION: Donald Jacobsen, Director and Charlene Scaringello, Administrative Secretary.

CALL TO ORDER – ROLL CALL

The meeting was CALLED TO ORDER at 7:40 p.m. by President Green. Adequate notice of this meeting, pursuant to the Open Public Meetings Act, was provided by inclusion thereof on the Annual Schedule of Meetings, which was on January 27, 2009 posted at Englewood City Hall, Englewood Cliffs Borough Hall and the Englewood Public Library Bulletin Boards, filed in the Offices of the Englewood Public Library Director, mailed or faxed to the Press Journal and the Record, and distributed to any person requesting same pursuant to said Act.

MINUTES OF MEETINGS

Mr. Ozer moved to accept the minutes of the May 19, 2009 meeting as presented. Ms. Glynn seconded the motion. Unanimously approved. Mr. Brown abstained from motion because of absence at the May meeting.

TREASURER’S REPORT

Mr. Crane reviewed the Treasurer’s Report for May and asked for a motion to approve the expenses of \$22,399 from the Library General Fund Account and \$389 from State Aid Account. Mr. Brown moved, seconded by Mr. Ozer. Unanimously approved.

DIRECTOR’S REPORT

Mr. Jacobsen reviewed the Director’s Report for May 2009 and reported that the HVAC project is complete with the final inspection to be done.

Mr. Jacobsen met with Paul Keyes, a landscape designee from Tenafly, to discuss ideas on improving the library’s exterior appearance. After his initial recommendation to do major pruning of trees, he asked Clyde Sweatt of the DPW if they could work with Mr. Keyes on the project. It was suggested that Flat Rock Nature Center and Englewood Environmental Commission be called in to give suggestions on the landscaping of the grounds. After a brief

discussion the Board felt the project should be turned over to the Building and Grounds Committee to decide how to proceed.

Ms. Glynn asked about the programs be offered to help aid the unemployed population of Englewood. Mr. Jacobsen reported that the computers and word processors usage has gone up with searches being done. Ms. Glynn suggested that signs be posted to alert the public about programs offered. Mr. Crane suggested that the library have a program with a lecturer from the state come in and offer suggestions.

COMMITTEE REPORTS

Building & Grounds Committee – Mr. Ozer reported other then the landscaping and HVAC project the committee has no news to report.

Budget & Finance – Mr. Jacobsen reported the Final City Budget has been approved and there will be no decreases to the Library's Budget.

Personnel & Labor Negotiations – Mr. Crane reported the committee met with a short friendly meeting with no serious issues. Mr. Crane reported however, the staff would like announcements be posted when positions are filled within the library staff.

Program & Development – In Ms. Escobar's absence, Ms Glynn reported the committee has not had a meeting due to conflicts of health and absences of committee members. Ms. Glynn will contact Ms. Escobar to schedule a meeting.

Englewood Cliffs Contract – Mr. Brown reported the committee along with the Mayor and Attorney for Englewood Cliffs met and a discussion on how the cost would be determined for Englewood Cliffs library services. It was also noted at the meeting that Englewood Cliffs patron felt the staff was not always pleasant when dealing with how Englewood Cliffs cardholders can use their card. Mr. Jacobsen will meet with the proper departments and create an information sheet for Englewood Cliffs Patrons

Library/School Partnership – Ms. Wise-White reported that she met with Interim Superintendent of Schools, Dr. Segall to discuss the which direction the school would like to go on with regard the installation of televisions monitors. Dr. Segall felt a film during lunch period would not be as effective as having CNN or something similar broadcasting. Ms. Green expressed her displeasure with the way the project is heading and would like to see the committee (Mr. Crane would like to serve as an alternate on the committee) meet with Dr. Segall. Ms. Wise-White informed the board on the wonderful outreach program the school is developing.

Ms. Green asked if there was a summer reading list and if the library had copies to ensure there are enough of the books on hand for the students. Mr. Jacobsen will check with the Children and Young Adults Librarians on the summer reading lists.

PERSONNEL ACTIONS

Mr. Ozer moved to approve the June Personnel Actions as presented. Mr. Crane seconded the motion. Unanimously approved.

COMMUNICATIONS

The suggestion box and publicity folder were available for the Board to view.

OLD BUSINESS

None

NEW BUSINESS

Ms. Glynn would like to have the Strategic Plan reopened to ensure its progression. Ms. Green appointed an AdHoc Committee to the Strategic Plan:

Katharine Glynn – Chairperson
Gerald Crane
Carolyn Sekas
Shirley Green

COMMENTS FROM THE PUBLIC

Grace Colaneri explained to the board that when a person reports to unemployment they are now tested and could be placed in a training program to help them in finding a job that they are suited for.

DATE OF NEXT MEETING

The next Board meeting will take place on, Tuesday, July 21, 2009 at 7:30 P.M.

ADJOURNMENT

Mr. Ozer moved that the meeting be adjourned at 8:50 pm, Mr. Crane seconded the motion. Unanimously approved.

Respectfully Submitted,

Charlene Scaringello for
Carolyn Sekas, Secretary