

Oradell Library Minutes – Wednesday, January 14, 2015

Present: John Trause, Sheila Sterling, Eileen Gabrielle, Claire Beslow, Jim Lessersohn, Amy Syracuse (AES), Ann Sullivan

Absent: Carol Blakeslee (CAB),

Regular Business:

a. Reorganization and election of Library Board Officers

1. Nominees:

- a) President - Sheila Sterling
- b) First Vice-President – Eileen Gabrielle
- c) Second Vice-President – Jim Lessersohn
- d) Treasurer – Ann Sullivan
- e) Secretary – Claire Beslow

a. All nominees were sole nominees and were elected unanimously

b. Photograph of Trustees – we'll take a group picture for the website next month

c. Minutes of Meeting – December 10, 2014 (EG, AES)

d. Financial Report

- 1. Went over the various reports
- 2. We ended the year on a positive note, with the biggest saving being seen in personnel costs
- 3. We'll revisit the December financial reports in February after Ann/John meet with the bookkeeper
- 4. We did vote on/approve the transactions (checks) (CB, AES)
- 5. The Borough will give us an advance on the appropriation so that we will be able to pay the BCCLS bill on time

e. Information Services and Youth Services reports (CB, EG)

f. Director's Report (CB/EG)

Correspondence

- A. John received a letter from Mrs. Hauser who was unhappy that we did not have certain books that she had been looking for (that she new we have previously had).

- a. John passed the letter on to the Information Services Librarian for follow-up, and she will see if she can come up with any books on porcelain figurines.
- b. These books may have been weeded before the renovation in preparation for the renovation.
- c. If we don't have something a patron is looking for, we will defer first to BCCLS, and then to JerseyCat to see what else might be available.

## Old Business

### a. Customer Service

1. Amy will send each of us a test version of the survey and the Trustees will let Amy know how long it took us to complete it.
2. The survey should be finalized and open on January 28; the link to the live survey will be on the homepage on January 29; hopefully the press release will also come out on or about January 28; the ListServe email subscribers will receive a newsletter announcing the survey on January 30
3. Amy showed us the flyer that also refers people to the survey and how each of us can help promote the survey
4. Robin would like to purchase a larger button maker to create buttons that would read "Use Your Library Voice!"; we could use these buttons now and again later for other Library advocacy efforts
5. Later we will compile the results and create focus groups
6. Amy created a press release which the Board approved (JL, CB)

### b. Remove fees for DVDs and games-tabled

### c. Library Budget Presentation – follow-up

- a. Sheila thanked Jim, Ann and John for all their work, and especially Jim for the excellent presentation

## New Business

### A. BCCLS Membership Certification

- a. John read the certification agreement aloud
- b. We approved this agreement of shared services (JL, AS)

B. Director carrying over vacation

- a. John is taking a vacation this week and next to complete the use of his 2014 vacation

- C. As of April, we may have to hire someone to cover the hours of our Teen Advisory Board coordinator, who is resigning on March 31, 2015.

Public Portion (nothing)

The meeting was adjourned at 8:35 (AES, CB)

Next Board Meeting – Wednesday, February 11, 2015