

**MINUTES**  
**LIBRARY BOARD OF TRUSTEES**  
**Wednesday, September 11, 2019**

**Present:** Sheila Sterling, Miriam Yu, Jim Lessersohn, Anne Sullivan, Joe Colella, Claire Beslow (CB), John Trause, Susan Jung

**Absent:** Eileen Gabrielle, Carol Blakeslee (CAB),

**Regular Business**

- I. Approval of minutes: (CB, JC)  
Regular meeting – June 12, 2019
  
2. Approval of Transaction Reports (Bill Lists) – June 2019, July 2019, and August 2019 (approval of the transaction report –CB, JL). Approval of financial reports to be held at the next meeting, once they are corrected.
  - A. Looked at the Balance Sheet for August (we are covering all 3 months but can discuss just August because the accounts are cumulative)
  - B. Reviewed all of the Petty Cash (receipts) Report
    1. Fortunate to receive about \$9,000 in donations from the Public, the Friends, and the Foundation
  - C. Reviewed August Budget vs. Actual Report
    1. Anne pointed out some areas of interest
  - D. Discussed the Profit and Loss Report
    1. Looked at the transactions—nothing unusual there; auditors viewed it as well
  
3. Acceptance of June - August 2019 Information Services, and Youth Services Librarians Reports (CB, MY)
  
4. Acceptance of June - August 2019 Director's Report (CB, AS)
  - A. Talked about Monday night's program on Springsteen
  - B. Talked about some of the other programs as well

**Correspondence**

**Old Business**

1. Paid Sick Leave Policy – approval (CB, AS)
  
2. Strategic Planning Committee
  - A. John is looking to put the survey out on Survey Monkey or Google Surveys
  - B. Reviewed some of the questions—perhaps tighten it up a bit
  
3. Construction Grant
  - A. Miriam and John discussed, and then Miriam brought it up with the Mayor, the possibility of our getting a generator for the Library.
  - B. The cost would be a little over \$120,00 and hopefully get a grant for a little over \$60,000

C. John feels we can make a compelling case for the Grant (and then hope we can receive it)

## **New Business**

1. BCCLS Unified Loans and Auto Renewal (CB, AS)
  - A. In an effort to improve customer service, BCCLS is trying to unify the time limits and renewal limits among member Libraries: 2 weeks for all, except very new, books and CDs; books automatically get renewed (twice) unless there is a waitlist
2. 125<sup>th</sup> anniversary of Oradell – events Saturday and Sunday, September 21 & 22
  1. Family Day Open House at the Library (10-5 Saturday and 1-5 on Sunday)
  2. For adults: historical films about Oradell, artifacts outside the History Room
  3. Programs for kids as well

## **Public Portion**

## **Closed Session**

**Next Board Meeting**      Thursday, October 10, 2019 (note date)

Adjourned 9:20 pm (CB, MY)