

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

**Present:** Sheila Sterling, Eileen Gabrielle, Miriam Yu, Carol Blakeslee (CAB), Joe Colella, Ann Sullivan, Claire Beslow, John Trause

**Absent:** Susan Jung, Jim Lessersohn

**Regular Business**

- A. Approval of minutes: Regular meeting – November 13, 2019 (EG, MY)
- B. Approval of amended financial reports – June – October 2019 (EG, MY)
- C. Approval of financial reports – November 2019 – and Transaction Reports (Bill Lists) – November 2019 (EG, CB)
  - 1. Focused on most recent reports
  - 2. Discussed how/when BCCLS is paid, especially for deliveries; new delivery system working very well
  - 3. Went over petty cash
  - 4. There is no more money for reciprocal borrowing, so we are receiving about \$5000 less back from BCCLS (that line will probably be renamed something like “County Grant” on our budget line, rather than “Reciprocal Borrowing”; it will be about \$1100)
  - 5. Talked about paid sick time – we used much less than budgeted this year, but we probably want to keep the amount we budgeted to be safe for next year
  - 6. We are pretty much in line with where we were last year
- D. Acceptance of November 2019 Information Services, and Youth Services Librarians Reports
  - 1. Sheila complimented the outreach that John facilitated for Robin and the Oradell Parent Teacher Association (CB, EG)
  - 2. Impressive list of youth/teen activities
- E. Acceptance of November 2019 Director’s Report (CB, MY)

**Correspondence**

**Old Business**

- A. Strategic Planning Committee
  - 1. About 130 people have completed the survey
    - a. Someone requested open Friday evenings
    - b. Some people requested weekend programs for children
    - c. Some requested restoring evening hours in the Junior Room
  - 2. The Committee will hopefully meet in January
- B. Construction Grant
  - 1. Asked Miriam about the Council’s feelings about the generator

**New Business**

- A. Miriam suggested that we ask the County to host a Passport Day at our Library

- B. Talked about possibly assisting people in completing the census survey at the Library
- C. Carol brought up some ideas for bringing “play” for adults into the Library to stimulate interest for seniors and young couples; maybe a family game night....discussed some ideas
- D. Linda VV request to carry over three (3) days of unused vacation into 2020; Audrey asked for three (3); John asked for eight (8) (EG, AS)
- E. Budget issue
  - 1. Minimum wage issue—in July it went to \$10 (and it only affected 2 pages); now when it goes up to \$11, it will affect 6 people (the pages and the desk assistants); it will go up a dollar each January 1.
  - 2. John had suggested that the part-timers who were over minimum wage get a 2% raise when those below minimum wage get moved to minimum wage

## **Public Portion**

## **Closed Session**

**Next Board Meeting**      Wednesday, January 15, 2020 (note third Wednesday date)

Meeting adjourned 9:30 (AS, EG)