MIDLAND PARK MEMORIAL LIBRARY
Minutes of Board of Trustees Meeting
December 17, 2019

PRESENT- Annie Campbell, Cheryl Crocitto, Russ Kamp, Maureen Kelley, Cathy Ollmann, Erin Ortandl, Lena Padovano, Sara Wachter, and Julie Yohana.

Catherine Dileo, Library Director

President Julie Yohana called the meeting to order at 7:33 PM in accordance with the Sunshine Law.

The meeting started with the Pledge of Allegiance.

Roll Call

MINUTES
A Campbell made a motion to approve the Sept. 17, 2019 meeting minutes. L. Padovano seconded. A roll was called with abstentions from C. Crocitto, E. Ortandl, and S. Wachter. All others were in favor. A. Campbell made a motion to approve the Nov. 19, 2010 meeting minutes. S. Wachter seconded. A roll was called with abstentions from M. Kelley and L. Padovano. All others were in favor.

PRESIDENT'S REPORT
J. Yohana requested two volunteers to form the Nominating Committee for 2020 slate of officers for presentation in January. A. Campbell and S. Wachter volunteered.

J. Yohana reported she and E. Ortandl attended trustee training at the Mahwah Public Library. J. Yohana and E. Ortandl shared information about the subject matter presented including library referendums and library foundations.

DIRECTOR'S REPORT
C. Dileo reported the libraries have all agreed on universal loan periods and renewals effective Friday, February 14th. The policy committee has been given the necessary changes. Automatic renewals will also be turned on in February. This will just require staff educating patrons on the changes. BCCLS will provide promotional information to raise awareness.

C. Dileo reported the library will have an eight-week yoga program beginning in-January. The cost will be $5 per person and will require a prepayment to register. The current yoga program is well attended.

C. Dileo reported the new meeting room checklist has been given to all the current groups using the rooms. A laminated copy with a checklist and dry erase pen is available at the front desk.

C. Dileo reported the staff is working on shelf reading and shifting the collection to make shelves look neat and in order. This should take a few months to complete. It is also a good time to look at the collection and see if anything needs to be replaced that is not in good condition.

C. Dileo reported the 2nd graders came for their annual community day trip on the 22nd of November. During their visit they made "handprints" to decorate the shelves. She also reported E. Myhren purchased a new, large dollhouse for the play area. Upcoming children's programming includes the annual tea party (this year will be a dinosaur theme), winter holiday crafts, and making cards for kids in the hospital to be distributed by Valentine's Day.

COMMITTEE REPORTS

Finance
C. Ollmann made a motion to approve December bills list in the amount of $5,087.61 from the borough appropriations account and $2,276.70 from the library memorial fund. A Campbell seconded. A roll call was conducted and everyone present was in favor.

Policy
A.Campbell made a motion to approve the revised Circulation Rules Policy with the new universal loan and renewals approved by BCCLS. C. Crocitto seconded. A roll call was conducted and everyone present was in favor.

Personnel
L. Padovano reported the updated Personnel manual has been approved by the borough attorney and has been uploaded to the drive.

Buildings and Grounds
R. Kamp reported the borough will be paving the library driveway and parking lot in 2020. The borough will also be making improvements to the roof and HVAC as part of a three-year plan.

Strategic Planning
No report.

Technology

No report.

Friends of the Library
No report.

Public Schools
No report.

OLD BUSINESS
None.

NEW BUSINESS
None.

J. Yohana made the motion to close the meeting, seconded by A. Campbell. The meeting was adjourned at 8:25 PM with all in favor. The next scheduled meeting will be Tuesday, Jan. 21, 2020 at 7:30 PM.