

LIBRARY MINUTES
April 15, 2019

The April regular monthly meeting of the Pompton Lakes Public Library was called to order by Anne Keating at 7:00 p.m. on Monday, April 15, 2019 in the meeting room of the Pompton Lakes Library, 333 Wanaque Avenue, Pompton Lakes, NJ 07442. The statement of compliance was read.

Present: Ms. Sheryl Bossak, Mrs. Jessica Ceccolini, Mr. Glenn Huther, Mrs. Anne Keating, Mrs. Marianne Vozzo, Mr. Michael Drazek, Director, Councilman Ek Venin

Absent: Mr. Ozzie Diaz

Minutes: The March 2019 regular meeting minutes were examined. A motion was made to accept the minutes by Marianne Vozzo, seconded by Anne Keating, carried.

Collection and Finance

A motion was made to transfer funds from the Borough Savings Account to the Borough Checking Account to pay the Budget 2019 Bills on the April 2019 Bill List by Jessica Ceccolini, seconded by Sheryl Bossak, carried.

A motion was made to transfer funds from the Library Savings Account to the Borough Checking Account to pay the Budget 2019 Bills on the April 2019 Bill List under Library Account by Sheryl Bossak, seconded by Anne Keating, carried.

Director's Report

The Director's Report was examined by the Board. Discussion followed. Another section of pipe in the basement was found to be leaking. Will need to determine if section can be repaired or if whole new pipe will need to be installed. Michael Drazek will reach out to Norman Mechanical for an estimate. If repair costs are minimal, there would be no need for additional quotes, but if larger repair, will get multiple quotes again. Michael also mentioned boiler will need a cleaning. It hasn't been thoroughly cleaned in several years, just emptied at the end of each season. A glass indicator on the boiler shows somewhat dirty water which means a cleaning is recommended. Michael will have Norman Mechanical quote on that as well. On April 5th the photocopier was jamming again. A technician arrived a few days later and found it needed a part. The part arrived and the photocopier was repaired today. Library staff were very happy with the generous donation from the Friends of the Library that allowed them to pick out new chairs.

Friends of the Library Report

Shirley McCabe reported on events for the Friends of the Library. The March event with author Will Mara was very well attended with lively discussion. April 17th, Bill Huston is scheduled to present the 1950's movie at 6pm. If attendance is expected to exceed 20 people, the viewing will be moved to borough hall. Book sale will be held May 10-11th with book collections started April 1st. Two full tables of books have been received so far. April 9th was National Library

Workers Day and the Friends of the Library presented staff with four new swivel chairs. The Friends of the Library will be fundraising for children's chairs as well. A portable display was purchased to help advertise library events. Look for spring newsletter that will be sent out shortly. Film Festival introduction is planned for Thursday May 2nd. Details to follow. One Town One Book adult summer reading book will be "Invisible Thread". Children's book is yet to be determined. NJ Symphony Orchestra series participant list is growing. Treasury balance is at \$9338.00

The next meeting is scheduled for May 1, 2019 at 6pm.

Old Business

Steam Pipe Repair – Norman Mechanical completed repairs to the damaged steam pipes on Thursday March 21st. Noticed minor disruption when pipe needed to be soldered causing an odor. No leaks in new section, but found another section with leaks in corner of basement between new and old piping. Will have Norman Mechanical take a look at it and give us an estimate. Hoping will be able to fix and not have to replace entire pipe. Will also have Norman Mechanical give estimate on cleaning the boiler.

Trustee Training – Sheryl Bossak attended PALS Plus Library Board Trustee Training about NJ Library Construction Bond Act on Saturday, April 9th at the Wayne Public Library. Sheryl spent 20 minutes sharing information she learned with the board stating that she enjoyed the facilitators' enthusiasm. The NJ Construction Bond Act is still in its beginning faze, but important information was shared to help libraries prepare for what is expected. It's a 1:1 ratio match, but the library must have capital available to request a matching dollar amount. Capital can be in the form of bonds secured by the borough or fundraising monies. We also need to have a plan of what we want to do with the money. Sheryl reviewed what kind of projects are acceptable. One of them is to make our library ADA compliant, which is one of our major concerns. Michael explained proposed projects of the past included building an outside structure that would contain an elevator and bathrooms that would be wheelchair accessible. Sheryl mentioned if we might be able to install a wheelchair lift and make the current bathrooms ADA compliant. Michael advised that the bathrooms would most likely have to be combined to give enough room for a wheelchair. Further discussion followed about obstacles we might face with the interior design and not having enough space for a wheelchair. Anne Keating proposed that we come up with several plans with different levels of estimated costs and decide what would be most attainable. Councilman Ek Venin asked that we email him with the proposed plans and he will reach out to the borough engineer.

Foods for Fines/Fine Forgiveness – Michael Drazek advised that the food drive was a success. However, the majority of the food was donated and not actually used for fine forgiveness. Due to the positive response, Michael would like to do another food drive during summer reading program and before Thanksgiving.

Open Trustee Member Positions – Two open positions are available. Ozzie Diaz has stepped down due to scheduling conflicts and Kathleen Cole did not renew her membership. Carey Salerno and Margaret Kaffka have submitted letters of intent and are waiting on approval.

New Business

Local Government Ethics Law Financial Disclosure Statement – Trustee Board members received disclosure statements and have until the end of the month to submit. If there are any questions, please contact Michael Drazek.

New Jersey Minimum Wage – July 1st minimum wage will be \$10/hour, increasing each year until it reaches \$15/hour by 2024. New hires will have their wages increased from \$9/hour to \$10/hour effective July 1st. In addition, two current employees will need to have their wages adjusted to match the pay scale due to the minimum wage increase.

Meeting Opened for Public Comments – The meeting was opened for public comments at 7:57pm. There being no comments, the open portion of the meeting was closed at 7:58pm.

Meeting Adjourned – A motion was made to adjourn the meeting at 7:58pm by Sheryl Bossak, seconded by Anne Keating, carried.

The next meeting is scheduled for May 20th, 2019 at 7:00 p.m.

Approved by,

Marianne Vozzo
Secretary