

LIBRARY MINUTES

May 16, 2022

The May regular monthly meeting of the Pompton Lakes Public Library was called to order by Anne Keating at 7:02 p.m. on Monday, May 16, 2022, made possible through Zoom. Due to COVID-19 precautions, in person gatherings have been suspended and virtual meetings have been preferred instead. The statement of compliance was read.

Present: Ms. Sheryl Bossak, Mrs. Margaret Kaffka, Mrs. Anne Keating, Mrs. Lisa Kihlberg, Ms. Melissa Serra, Dr. Jayne Tanis, Mr. Michael Drazek, Director

Absent: None

Minutes: The April 2022 regular meeting minutes were examined. A motion was made to accept the minutes by Anne Keating, seconded by Sheryl Bossak, carried.

Meeting Opened for Public Comments – The meeting was opened for public comments at 7:03pm. Being that there were no public comments or questions, the open portion of the meeting was closed at 7:04pm.

Collection and Finance

Collection report and bill lists were reviewed. It was noted that collection numbers have increased. Michael advised summer reading programs for schools will cause increase again over the summer months. Bills were reviewed noting PALS Plus quarterly bill this month includes assessment, telecom, Hoopla and security.

A motion was made to approve transfer of funds from the Library Checking account to the Borough Checking account to pay Budget 2022 Bills on the May 2022 Bill List by Lisa Kihlberg, seconded by Margaret Kaffka, carried

A motion was made to approve payment of the Budget 2022 Bills on the May 2022 Bill List from the Borough Checking Account by Anne Keating, seconded by Lisa Kihlberg, carried

Director's Report

The Director's Report was reviewed. Discussion of construction progress followed. Michael explained masons were here today to complete brick work on the outside of the new addition and will return to stone wash them. Interior insulation and sheetrock will be completed next and water heater and pump still need to be installed as well. Jayne Tanis inquired about historic requirements. Michael explained only exterior is required to maintain its historic appearance and that the interior does not. Discovery of rat in the basement made for an exciting month. Pest control came to take care of it and came again today for a follow up. Shade Tree Commission started prepping for removal of the two trees in the front and Michael noted that the electrical outlets by these trees will need to be taken care of as well

Friends of the Library Report

Shirley reported on all the exciting happenings with the Friends of the Library. Treasury report is at \$10,612.52. Book sale at Paint a Pot event held by the BID went well. Collected \$220.28. Adult coloring continues to be held first and third Fridays at Pompton Reformed Church. Reflections on the Pandemic has been revised to paperback version and will be adding a photo cover. Copies of the book will be ordered to sell at Pompton Day. Movie series will include Abbott and Costello on 8/26, Lad the Dog on 9/2, and Simpler Times on 9/16. The 110th Anniversary Calendar is being worked on, deciding what photos to include and will be produced by Tandem Graphics for a flat fee. Woman's Club Bench donation dedication will be coordinated. September 18th through 24th is banned book week. Flowers on library property will be updated soon. Next meeting is scheduled for 6/9/22.

Old Business

Copier/Scanner/Fax Machine – New machine request is on borough's resolution list and will proceed soon. Borough Administrator has been in touch with the company already.

Bench – Lisa Kihlberg updated on progress. Plaque has been given to DPW who will reach out to Lisa when they are ready to install it. However, she has been advised that the bench may not be able to be permanently installed until the fall.

Front Steps – Crumbling, unusable front entrance steps still have not been repaired. Lively discussion followed on when they will be repaired and by whom. It has been difficult for visitors to enter the library because construction at the back entrance is forcing everyone to use the front door instead, which is only accessible by a ramp.

New Business

Newsbank Renewal – Newsbank is an online newspaper access platform. They have decided not to renew their contract with the local newspapers. Statistics show it's not used very much, mostly by staff. Cost was \$395 per year and will expire this November. Discussion followed of other ways to retrieve old files and a shame that we can't get access to the smaller newspaper archives without paying high fees. Anne and all members agree with Michael's recommendation to let the subscription expire and not renew. We can always renew it at a later date if necessary.

Staff – Michael advised one staff member has retired, another will be leaving tomorrow and a third will be leaving in August. Michael has hired one new employee and will be interviewing for one more to fill the second open staff position. He will most likely interview for the third staff member opening when she leaves for college in August. All three positions are within the budget.

Remote Public Meetings – Michael shared literature on how to handle public meetings which confirms that currently we are still within the rules. However, if we continue to meet virtually, we may need to find more ways to advertise the meetings and share content. NJ State Library will decide on virtual meetings in July. Discussion followed on hybrid meetings where one or two attend physically and the rest join virtually, rotating who would attend physically. June meeting will continue virtually until we need to decide.

Meeting Opened for Public Comments – The meeting was opened for public comments at 8:01pm. Being that there were no public comments or questions, the open portion of the meeting was closed at 8:02pm.

Meeting Adjourned – A motion was made to adjourn the meeting at 8:02pm by Anne Keating, seconded by Sheryl Bossak, carried.

The next meeting is scheduled for June 13, 2022, at 7:00 p.m.