

**Minutes Maplewood Memorial Library
Board of Trustees Meeting
December 15, 2010**

The December meeting of the Board of Trustees of Maplewood Memorial Library was called to order by Vice President Buchanan at 7:47 p.m. She read: "Pursuant to Section 3, Chapter 231, Public Law 1975...adequate notice of this meeting has been provided to the public by posting and maintaining the annual notice of regular meetings on the Main Library Bulletin Board, and the office of the Municipal Clerk mailing the annual notice of this meeting to the *Star Ledger* and the *News Record*."

1. Roll Call

Present were: Ms. Buchanan, Mayor DeLuca, Mr. Duncan, Dr. McCaffrey, and Mr. Woolard. Ms. Hilaire, Mr. Huemer and Mr. Markel were absent. Also present: Mrs. Kennedy, Director, Laura Nial of the Friends of the Library, and Joanne Beckerich of the Library staff.

2. Minutes

Mr. Duncan moved the minutes of the November 17, 2010 meeting, Mr. Woolard seconded. Mayor DeLuca and Dr. McCaffrey abstained as they were not present. The minutes were moved by a majority vote.

Ayes: Buchanan, Duncan, Woolard.

Abstentions: DeLuca, McCaffrey

Nays: None

3. Public Comment

Laura Nial reported the Friends Book Sale held on November 25th and 26th was a success. They raised \$4,200 which is \$100 more than last year. Ms. Nial thanked Mr. Duncan for paying the rental fee on the Mr. Squirrel storage pod. A one day book sale is scheduled for Saturday, February 19, 2011. Mrs. Kennedy added that the Friends' had to use the pod because of the construction of the elevator and thanked them for the extra work they endured to make this a success.

4. Report of the Library Director

Mrs. Kennedy's November report was placed on file. She made known that Timur Davis's mother and former Friends President, Zelda West's husband had passed away.

Mrs. Kennedy added that the police were called by the library staff earlier this evening to handle a situation between several groups of students, a patron, and a library staff member. The students were yelling and fighting in the lobby and on the front steps. They burst through the doors and brought it inside. The patron was tutoring another student and got upset with all the noise. She was invited to come to this meeting to address the Board, but she isn't here. Another patron that complained about the students several weeks ago was invited to this meeting, but he is also absent. Joanne Beckerich affirmed the disruptive student problem is as bad as it was when a security guard had to be hired. At 2:45 p.m. when the middle school lets out, the first wave of students comes into the library. A second wave of students comes in at 5:30 p.m. when the Hub lets out. Another group of students wait in the lobby for their ride home. When the library closes at 6 p.m. on Tuesdays, quite a few students are still waiting on the front stairs. Dr. McCaffrey asked the Mayor if he had spoken to the superintendent yet. The Mayor has asked the Board/Community liaison group to address this, but he hasn't gotten a report from them. Mayor DeLuca added that there is a Hub/Community liaison meeting on Friday, December 17th at noon (actually, this was a Loft meeting). Mrs. Kennedy stated that normally Timur Davis would go, but he will be at his mother's funeral. Mrs. Kennedy has spoken

with Catherine Warner, Site Manager at the Hub, regarding the students' behavior in the library. Ms. Warner agreed to talk to the students. Recently, there have been a lot of complaints about the students from adult patrons. There was discussion about how to deal with the disruptive students, the numerous programs available after school, and the cost of bringing back a security guard. Mr. Duncan stated this was all discussed a few years ago. A security guard was hired but had to be let go due to economic hardship.

Mrs. Kennedy reported meeting with the Girl Scout Troop leader to go over things in preparation for their sleepover on January 21st.

5. Treasurer's Report

The November Treasurer's report was placed on file subject to audit. Mrs. Kennedy stated that the staff was told to stop spending to stay within budget. The auditors arrived today and will be reviewing 2009. Mr. Duncan moved to accept the Treasurer's Report, subject to audit, Mayor DeLuca seconded and the motion carried.

Ayes: Buchanan, DeLuca, Duncan, McCaffrey and Woolard.

Nays: None

6. Claims

Mrs. Kennedy presented the Claims to December 15, 2010. They totaled \$16,584.93. Mr. Duncan moved the claims be paid, Mayor DeLuca seconded and the motion carried.

Ayes: Buchanan, DeLuca, Duncan, McCaffrey, and Woolard.

Nays: None

7. For Information

A. Fundraising Advocacy Committee Reports

Ms. Buchanan reported that Show Your Card Stand proceeds totaled \$1,268 to date. There is still an outstanding pledge of \$250.

B. Foundation Report

Mrs. Kennedy reported that the Foundation Board is in place and the Certificate of Incorporation has been filed.

C. Roof/Elevator Update

Mayor DeLuca reported that there is an issue with the elevator contractor not showing up. In addition, Otis has not delivered the elevator yet. The architect has informed Mrs. Kennedy that the expected date of completion is now mid-January 2011. Mrs. Kennedy met with the architect, Christian Howell, and picked out paint colors and flooring for the elevator hallway in the basement as well as carpeting which will border the elevator on the first floor.

8. For Discussion

Ms. Buchanan mentioned that she, Ms. Hilaire, and Mr. Huemer attended the Township Committee Meeting on December 7th and presented the library's positive achievements. This was suggested by Mr. Huemer at the November 17 Library Board Meeting.

9. For Action

A. 2011 Holiday Schedule

Mrs. Kennedy presented the 2011 holiday schedule. She pointed out that Lincoln's Birthday, Christmas Eve, and New Year's Eve are all on Saturdays, and the Board needs to decide if the library will be open or not. In past practice, the library stayed open on Lincoln's Birthday and granted the staff a floating holiday. Christmas Eve and New Year's Eve are half holidays. The library can be open from 10 a.m. to 1 p.m. or be closed. The staff would then be granted 4 hours compensation. Mayor DeLuca moved the calendar to stay open on Lincoln's Birthday, open from 10 a.m. to 1 p.m. on New Year's Eve, and to close on Christmas Eve. Mr. Woolard seconded and the motion carried.

Ayes: Buchanan, DeLuca, Duncan, McCaffrey and Woolard.

Nays: None

10. New Business

There was none.

11. Public Comment/Open Discussion

There was none.

12. Adjournment

There being no further business, Ms. Buchanan moved to adjourn the meeting at 8:23 p.m. Mr. Duncan seconded and the motion carried.

Ayes: Buchanan, DeLuca, Duncan, McCaffrey, and Woolard.

Nays: None

Respectfully submitted,

Jeffrey Markel
Secretary