

Ramsey Free Public Library

Meeting of the Board of Trustees February 10, 2020

The February meeting was called to order at 7:30 p.m. by Mrs. Martin with the reading of the public meeting law. Also present were Mr. Bogaenko, Mrs. FitzPatrick, Mrs. Knauss, Mrs. McCaskey, Mr. Phelan, and Mrs. Rennie, Trustees, Councilman Gutwetter, and Director Latham. Mayor Dillon, Mrs. Ohnegian, and Mrs. Thompson were absent. The minutes of the January 13, 2020 meeting were accepted as received on motion by Mrs. Martin, seconded by Mrs. Rennie, and passed. The minutes of the January 13, 2020 executive session were accepted as received on motion by Mrs. Martin, seconded by Mrs. Rennie, and passed. The minutes of the Annual Meeting (January 13, 2020) were accepted as amended on motion by Mrs. Martin, seconded by Mr. Phelan, and passed.

Correspondence: None

Library Board Members Comments: None

Treasurer's Report: Mr. Bogaenko reviewed the balance sheet, profit and loss, and the budget report for January, 2020. He noted that he will be sending out the Kass quarterly letter shortly. The 2020 budget will continue to be tweaked. The cost of tables was covered by the Friends of the Ramsey Library. Upon motion by Mr. Phelan, seconded by Mrs. Rennie, approval to pay the January bills was unanimously passed. The treasurer's report was received and filed for audit.

Director's Report: In January, there were fifty-three programs attended by 766 patrons.

Director Latham had an emergency appendectomy and was out of the library on medical leave for a week and a half. The annual report for 2019 will be available at the March meeting.

As part of the annual service contract, regular generator maintenance was performed in January. The single false alarm issue was inspected and fixed. All generator systems are currently functioning well.

Anthony Reganato updated the newly installed computer for controlling the HVAC software. The software had been installed last month; however, remote access had not yet been available for the HVAC software company and Director Latham. The updates provided remote access for the HVAC company. It is anticipated that the company and Director Latham will soon have the ability to monitor the system remotely. Remote access would provide improved monitoring coverage of the system by the maintenance company and allow Director Latham to review temperatures and settings when he is not in the building.

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Approximately thirty-five people attended the Sunday concert featuring kora player Yacouba Sissoko despite the bad weather. Electric violinist Deni Bonet highlights the next Sunday concert, on February 16th.

Twenty people attended the Mel Brooks Trivia Night on Thursday, January 23rd. The next trivia night has a Star Trek theme.

In January, children and teen events included storytimes attended by 164 children, playtime (77 attendees), Abrakadoodle (68), and twenty-five for several teen programs including Chinese lanterns, keychain beading, Dungeons & Dragons club, and teen café.

The Lunar New Year program, organized by Ms. Newton, was held on Saturday, February 8th. A Korean element had been added this year. There were approximately 175 participants.

Director Latham also noted other upcoming library events such as the NJ Maker Day on Saturday, March 21st, an After-Hours Concert and Open-Mic featuring The Westet on Friday, February 14th, Introduction to Tea Blending on Thursday, February 20th, Disney and Pixar Teen Trivia on Monday, February 24th, and an author visit by Ann Napolitano, who used to live in Ramsey, on Monday, March 30th. He is looking into expansion of the tech lending program. Addition of a coffee station is also a current project.

Business sponsors continue to be recruited for the Mini-Golf Fundraiser, scheduled for Friday, February 28th, and Saturday, February 29th. Director Latham enumerated those business who have already agreed to sponsor. A webpage has been created, as well as flyers, a sponsorship brochure for businesses, and an in-house display about the event and sponsors. Extensive publicity is being done for the event. Director Latham is setting up a MeetUp account for the library for additional event promotion; there is an annual fee involved so this is a test of that system. Online ticket sales are available. Additionally, credit cards will be accepted at the event as well as cash and checks. Director Latham has applied for an ABC/social affair permit for the Friday night wine and beer. There will be volunteers from FORL and a local fraternity which focuses on charities and volunteering.

Director Latham generated a statistical circulation comparison, including digital circulation, for January 2019 versus January 2020 and December 2019 versus January 2020.

Director Latham will develop a full proposal for his upcoming paternity leave for approval at the March meeting. The library board's executive committee will work out the details with him at their next meeting.

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Mr. Bogaenko asked about replacement of the ceiling tiles. It was suggested that DPW handle the replacement. Mrs. Rennie also mentioned Rich Stewen who has previously done work in the library.

There were twenty hours of overtime in January.

Consent Resolution: None

Public Comment: None

Unfinished Business: None

New Business: None

At 8:10 p.m., the meeting was closed on motion by Mrs. Martin, seconded by Mrs. Rennie, and passed.

