

11-12-14 Minutes

Minutes of BERGEN COUNTY COOPERATIVE LIBRARY SYSTEM

Joint 2014/2015 Executive Board November 12, 2014

PRESIDING:	Len LoPinto	Paramus
PRESENT:	Adele Puccio	Bloomfield
	Rita Browning	Cresskill
	Christine Hartigan	East Rutherford
	Tim Murphy	Fair Lawn
	Laura Kirsch	Hackensack
	Judy Heldman	Harrington Park
	Mimi Hui	Hasbrouck Heights
	Dave Franz	Hillsdale
	Kurt Haderler	Mahwah
	Riti Grover	Norwood

Chris Doto	Park Ridge
Martin Gilbert	Tenafly
Marianne Willms	Wallington
Carol Shaw	Wallington
Laura Rifkin	Washington Township
Robert White	BCCLS
Pat Loughnane	BCCLS

Mr. LoPinto asked 2014 and 2015 Board members to introduce themselves.

1. Minutes of Previous Meeting: MOTION: There being no additions or corrections to the minutes, they will stand as written.
2. Public Portion: None
3. Treasurer's Report: Tim Murphy presented the September and October P&L reports. In response to a question from Dave Franz, Robert White responded that there is approximately \$300,000 in the Reserve account.

October

Of the 2014 Budget of	3,090,948	\$3,163,839	has been received
leaving a balance of	72,891	Total expenses	2,466,829
leaving a balance of	-624,119	NJ Cash Management	815,060
Checking Account	75,274	Scholarship	28,464

It was noted that the financial reports have been filed for audit.

4. Correspondence: Board members reviewed the letter dated November 5, 2014 to the Rochelle Park Board of Trustees setting a hearing date of November 25, 2014 to address their non-compliance with Bylaws Section (3).(a)(ii) Qualifications for Membership. He reported that by mutual agreement, the hearing date has been postponed until December 15, 2014 at 10:00 a.m. in the BCCLS Office. Len LoPinto recommended that the four current Executive Board members whose terms cover both 2014 and 2015 comprise a special hearing committee to meet with Rochelle Park representatives. **MOTION: Judy Heldman move that the four Executive Board members transitioning into 2015 - Len LoPinto, Dave Franz, Kurt**

Hadeler, Chris Hartigan - comprise the committee meeting with the Rochelle Park Board of Trustees. Laura Kirsch seconded. Motion carried.

Len LoPinto summarized the various steps taken by the Rochelle Park library consultant in 2013, the BCCLS Executive Board on June 25, 2014, the BCCLS Bylaws Committee on August 13, 2014, the BCCLS Executive Board on August 27, 2014 and October 16, 2014 and the System Council membership on October 16, 2014. He reported that Rochelle Park will have 30 days to present a plan to conform to the Bylaws. The Executive Board committee will then make a recommendation to the 2015 Executive Board members at the January 25th, In response to a question, Robert White explained the funding mechanisms for Association & Municipal libraries.

5. President's Report: Mr. LoPinto's attached November report was distributed to Board members earlier. He asked incoming Board members to familiarize themselves with the Bylaws and mentioned that he is already working on 2015 committee assignments. He spoke about the Executive Director Search Committee process, the timing, and establishing a transition committee next year to assist the new Executive Director. He touched on some of the 2015 issues listed in his President's Report, mentioned setting up a special advocacy task force to develop programs and strategies in support of the Johnson legislation, and also mentioned establishing a Personnel committee for BCCLS and a Finance Committee.
6. Executive Director's Report: Mr. White's monthly report was distributed to Board members earlier. He reported that two Freeholders who support library funding have been re-elected to the Board of Chosen Freeholders. He noted Laurie Meeske's acceptance of the directorship at Ho-Ho-Kus and extended kudos for her accomplishments at the BCCLS office. The plan is to hire a replacement quickly and to that end the job opening has been posted to our website, NJLA, NYLA, Pratt, and LinkedIn. He mentioned that the new Northvale municipal library does not require ratification by the membership since it is a Bergen County town. He noted that there will be a demonstration of SkyRiver, a catalog submission system, on December 3.
7. Committee Reports:

C.A.L.M. - Written report submitted by Chair Gina Webb-Metz on the number of attendees and the topics covered at the eight (8) Community Circle breakfasts conducted this year. Committee member Mimi Hui remarked that the breakfasts were a great opportunity to network and share ideas.

Advocacy Services - There are 77 people registered for the Essentials of Library Law program with attorney Michael A. Cerone, Jr. this evening.

Tech - Chair Kurt Hadeler reported on the Google Apps Beyond the Basics on November 20 at Hasbrouck Heights Library and mentioned the amount of time the committee devoted to developing a flowchart to streamline the catalog submission process and the upcoming SkyRiver demo.

In response to a question from Kurt Hadeler, Mr. White replied that a meeting has been set for November 18 with the Open Borrowing partners to discuss increasing the reimbursement amount to \$.42 per item.

8. Old Business: Len LoPinto requested the Executive Board committee for Rochelle Park meet at 9:30 a.m. on December 15th.
9. New Business: Tenafly Trustee Martin Gilbert spoke about his rotation year on the Board and opined that trustees should serve a longer term as one year is not long enough to become immersed in all facets of serving on the Executive Board. Hackensack Trustee Laura Kirsch

concurred with Mr. Gilbert's comments. Robert White stated that he is in favor on six (6) At Large members, three (3) Rotation slots, and two year terms for Trustees. Len LoPinto spoke about the Bylaws charge to consider changes to the composition and terms of the Executive Board, mentioned the number of responses to the committee chair's call for feedback, and also mentioned that the nominating process will be clarified.

10. Membership Hearing: Kurt Haderler requested a statistical analysis of Muse Global usage. Judy Heldman initiated a lengthy discussion about uniform fines because of the letter she received from the chair of the Policies & Procedures committee asking her to reduce Harrington Parks' daily DVD fine to \$1.00 per day or less. She questioned the letter being distributed to a total of eight member libraries without first going to the System Council and noted that the P&P committee site on the Knowledge Base did not contain information on the topic. Discussion ensued about establishing uniformity across the organization, maximum fines, number of renewals, late fees, rental fees, no fees, the percentage of materials borrowed library to library within the cooperative, building consensus on the topic through small group meetings, autonomy versus organizational goals, and the percentage of DVD circ. P&P committee member Chris Doto spoke about the committee's rationale for contacting the eight libraries. Len LoPinto finalized the discussion by stating he will urge the membership to post to the Knowledge Base in a timely manner and will consider convening small group meetings on the topic of uniform fines.

At this point, BCCLS President LoPinto thanked the 2014 Executive Board members for their service and good counsel.

11. Date of Next Meeting: January 28, 2015
12. Adjournment: 11:30 a.m.

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