

**WESTWOOD FREE PUBLIC LIBRARY  
MINUTES  
BOARD OF TRUSTEES MEETING**

**MEETING DATE:** Tuesday, March 24, 2015

**CALLED TO ORDER:** 7:35 p.m. by Dennis Farrell

**PRESENT:** Martha Urbiel (MU), Dennis Farrell (DF), Noeline Grefrath (NG), Joan Ward (JW), Frank Zimmerman (FZ), Felicia Brockner (FB) and Vince Fitzpatrick (VF)

**SUNSHINE LAW:** Read by DF.

**PUBLIC FORUM:** No members of the public were present.

**MINUTES:** A motion to accept the minutes of the February 24, 2015 meeting was made by VF; seconded by FZ. The motion carried.

**TREASURER'S REPORT:** The treasurer's report was presented by NG. The current bills list (5164-5187) was read. Total checking and cash management funds are \$162,874.22. A motion to accept the treasurer's report and bills list was made by FZ seconded by JW. The motion carried.

**COMMITTEE REPORTS:** Policy committee approved Unattended Children, Library Behavior and Computer policies. Director will send to the rest of the board for their approval. Building & Grounds committee approved Air Kool as a new HVAC vendor for the Library replacing both Aspen and TBS. A motion was made to approve Air Kool and seconded by FB.

**CORRESPONDENCE:** None.

**DIRECTOR'S REPORT:** MU distributed the Director's Report for February – March.

**PRESIDENT'S REPORT:** None.

**OLD BUSINESS:** A resolution was approved to join the Middlesex Regional Educational Services Commission (MRESC) previously discussed at the November Board meeting. MU will send the signed documents to MRESC for membership in the coop..

The Library Budget for 2015 which was submitted with a 5% increase over 2014 was discussed. Board approved letter by DF to be sent to Mayor and Council regarding the budget. MU will let the Board know when the public budget meeting will take place.

Green Screen discussed during Director's Report. MU stated that it had been going well and that purpose of it was to provide a cultural and educational program to the public as well as to assist the Borough in their efforts to reach Sustainable New Jersey certification.

**NEW BUSINESS:** MU discussed two new services from BCCLS. Collection HQ is a product to help with collection development. Requires staff training but should make collection maintenance and development much easier to meet the community's needs. Hoopla is a download service through which patrons can get movies, music and audiobooks. An addition to the collection. MU stated that Taste of Westwood will take place September 27 at the Library.

**MEETING ADJOURNED:** A motion to adjourn was made by NG; seconded by VF. The meeting was adjourned by DF at 8:30 p.m.