

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

**MEETING DATE:** Tuesday, April 22, 2014

**CALLED TO ORDER:** at 7:37PM

**PRESENT:** Dennis Farrell (DF), Barbara Stewart (BJS), Noline Grefrath (NG) Mike Violano (MV), Joan Ward (JW), Bob Miller (BM) and Martha Urbiel (MU)

**SUNSHINE LAW:** Read by DF.

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

**MINUTES:** April 2014 read; BJS made a motion to accept; seconded by JW. Motion carried.

**TREASURER'S REPORT:**

Read by NG. BJS made a motion to approve; seconded by JW. Motion approved.

Current bills—4895-4919. The last three check numbers were in error on the report and were corrected. NG asked for an explanation of a check to Everbank; MU responded that it was for a printer contract. DF asked about a check to Arrow; MU responded that this was for an elevator repair. Motion to accept and pay made by MVF; seconded by JW. Motion approved.

**COMMITTEE REPORTS:** None

**CORRESPONDENCE:** None.

**DIRECTOR'S REPORT:** See attached. MU circulated a copy of the March 26-April 22 Director's Report.

The Westwood Library staff celebrated National Library Week and the 35<sup>th</sup> anniversary of BCCLS on April 15. A photograph of a birthday cake was circulated to Board members present.

Roof repairs of the gutters and broken slates have been completed. Additional roof repairs are needed and a request for bids has been made.

MU and JW attended an Advocacy Meeting. The Advocacy Committee helps libraries, friends groups and trustees to gain support and improve services by libraries for their communities.

The next BCCLS meeting for Library Trustees will be held at Closter Library on May 14 at 630pm. MU encouraged Board members to attend.

A "walk-in" collection of popular books and films that are available specifically for Westwood Library patrons has been introduced. Response has been very positive and the launch of the program has been successful.

A documentary film festival is scheduled for May.

Reminder that the Taste of Westwood will be held on June 8 at the Community Center.

**PRESIDENT'S REPORT:** None.

**OLD BUSINESS:**

1. One position for Board trustee remains open.
2. The new circulation desk will be installed during the first two weeks of May.

**NEW BUSINESS:**

1. MU circulated information on advocacy by Board Trustees for state and federal aid to libraries. There is a bill in the NJ legislature to return \$3M in funding to state public libraries. State aid to public libraries has been reduced from \$11K to \$4K. MU read a letter to our representative in the state legislature and our assemblyman advocating support for the bill to return state funding to provide technological, cultural and educational resources. The letter were signed by DF.
2. JW reported on the Advocacy Meeting attended earlier this month. The importance of a library mission statement was presented by the Director of the Hillsdale Library. He also stated that training of library staff to carry out the mission of the library was a critical component for success. MU added that the mission statement of the Westwood Library should include a statement about our library being a “guaranteed access point for and among community members” as well as meeting essential information needs of patrons.

**CORRESPONDENCE:**

A letter was received from Bergan Catholic HS requesting support for DVDs for troops fund drive.

**MEETING ADJOURNED:** Motion to adjourn at 8:11PM by NG; seconded by BJS. Motion carried.