

HO-HO-KUS LIBRARY
BOARD OF TRUSTEES

BOARD MINUTES
NOVEMBER 16, 2015

Meeting called to order at 7:30pm. Members in attendance: Hugh Turk, Herman Crowley, Leann Surz, Jeff Clutterbuck, Caroline Richards, Kevin Shea, Gretchen Kaser and Patricia Crossley.

1. Call to Order and Attendance with the Open Meeting Act.

2. Public Comments

No public in attendance.

3. Minutes of October 19th approved.

4. President's Report

John not present this month.

5. Vice President's Report

If the June minutes are not found, they will be reconstructed as best as possible at the December meeting.

6. Treasurer's Report

The November list of bills was approved. Included in the list: a fee for movie licensing, necessary for copyright laws, and a one-time charge for the "people-counter".

The account balances for this month are: Operating Account - \$20,770.69. Capital Account - \$52,900.59. Total: \$73,671.28.

7. Secretary's Report

No report this month.

8. Director's Report

October's circulation of 2,806 is a 5.3% increase from Oct.2014. Digital media category showed the largest increase. There was discussion

regarding e-books. However, due to issues with copyright, it is still more cost-effective to continue to buy books in print.

Please review Gretchen's full report for complete details.

9. Council Liaison

Closed session: 8:30 - 8:50.

10. School Liaison

No report this month.

11. Standing Committee Reports

A. Personnel - No report this month.

B. Finance - The P/L statement of May 2016 will show the progress of the Library's financial transition.

C. Library Strategic Planning - No report this month.

1. Title Search - No report this month.

D. Building & Grounds - Current lighting issues tabled while a project with PSE&G is explored.

E. Policies & Procedures - Gretchen has submitted a draft personnel manual for review in December.

12. Old Business

13. New Business

14. Date of next meeting - December 21, 2015

Adjournment: 8:55pm.