

**Watchung Library Advisory Board Minutes
Wednesday, May 3, 2017**

Mission Statement

The mission of the Watchung Library Advisory Board is to advise, support and promote the interests of the Watchung Borough Public Library.

A meeting of the Library Advisory Board was held this day in the Bicentennial Room of the Watchung Library, 12 Stirling Road, Watchung, NJ 07069.

Call to Order

President Amy Fiorilla opened the meeting and called the meeting to order at 3:05 PM.

In Attendance

Amy Fiorilla, President

Michael Vignola, Principal Bayberry School

Eileen Dicken, Treasurer

Virginia Hartmann

Hannah Kerwin, Branch Manager, Watchung Library

Annette von Brandis, Secretary

Absent

Stephen K. Pote, Mayor

Margaret (Peggy) Ellis, Vice President

Stephen Black, Council Liaison

Maureen Greenbaum

Introduction

This is a meeting of the Library Advisory Board of the Borough of Watchung. This and all other meetings are conducted in accordance with the Open Public Meetings Act.

Review of Minutes of January 4, 2017 Meeting

The minutes of the previous meeting were approved with one correction—Virginia Hartmann's name was misspelled and needs to be corrected.

Treasurer's Report

Eileen Dicken informed the Board that the bank balance was \$6,979.36 in November 2016. The December deposits totaled 928.53.

In January a check was written for the fish maintenance in the amount of (\$156.00) which then was reissued as it has gotten lost. This amounted in a fee of (\$34) for the cancelled check. \$20.73 was received for fish donations, which brought the balance to \$7,738.57.

In February the deposits from fines amounted to \$258.95 and the fish donations were \$2.68. Aqua Services were paid (\$65)--\$50 for the monthly fee and \$15 for a new fish to replace the one that died.

In March the deposit of the fines were \$495.30 and an additional \$16.37 in fish donations. Aqua Services receives (\$100) for their services of two months maintenance. This brings the balance to a total of \$8346.87

Eileen Dicken will look into getting a debit card to pay Aqua Services going forward.

Report of the Friends liaison

In absence of Margaret Ellis, Amy Fiorilla reported that the friends have been very busy. The April membership drive was very successful. "Join for any amount — no minimum amount." Unique Creatures brought a boa, a chinchilla, a bunny, an alligator, a snapping turtle among others. It was very well received. The Friends paid for the hour-long event.

They also sponsored the free book day and free comic book both promoting literacy.

In addition they organized a "get caught reading" month and a scavenger hunt.

On June 29th they will sponsor a happiness workshop.

Report of Library Branch Manager

Hannah Kerwin informed us that the library is fully staffed at this time.

March

- Hannah showed photos of the **Cat in the Hat** program with Jessica Wexler—the Friends celebrated Jessica's years of volunteering with a cake.
- Councilman Dave Mobus toured the library.
- As far as the building is concerned:
 - The hole in floor and wall near Children's CDs was fixed by outside contractor.
 - The contractor was asked to repair the exterior of the picture window in the preschool seating area,
 - He said the entire window needed to be replaced.
- Library closed on March 21 for outside contractor to clean mold from HVAC vents.

April

- Hannah shared her photos from the hour with **Unique Creatures**. She highlighted that they showed unusual creature including a 30-pound boa. The Friends sponsored the program in conjunction with the April membership drive.
- Public Works replaced entrance vestibule mildewed carpeting with vinyl flooring.
- They replaced a section of the vestibule exterior.
- The library had too much heat, not enough heat, not enough air conditioning and not enough circulation at various times.
- Public Works made adjustments, but problems recurred. The children's end of the building was especially cold in April.

Hannah Kerwin requested \$100 in petty cash, which was approved with a motion by Amy Fiorilla, which was seconded by Annette von Brandis, and a unanimous voice vote of all members present.

Other Business

It was discussed that the plans for the new library have not been updated and that we cannot start fundraising because we do not have any confirmed plans.

Next Meeting

The next meeting of the Board is scheduled for **July 12, 2017** at 3:00 PM in the Bicentennial Room at the Watchung Library.

Adjournment

On motion and unanimous agreement, the meeting was adjourned at 3:53PM.

Respectfully submitted,
Annette von Brandis