

**Leonia Public Library Board of Trustees**  
**Regular Meeting**  
**January 11, 2023**

A regular meeting of the Leonia Public Library Board of Trustees was held at the Library.

**1. Announcement of Compliance with the New Jersey Open Public Meetings Act**  
Sue Boyd read the following statement into the record: "In compliance with the New Jersey Open Public Meetings Act, the Library announced this meeting in the Bergen Record, the Star-Ledger, on the Library's Website, and the designated library bulletin board."

**2. Call To Order and Attendance**

Board President Sue Boyd called the meeting to order at 7:36 PM. Trustees Betty Carillo, Mary Heveran, Xanthy Karamanos, Susie Kim, Suzie Park, Diane Tausner, Brad Wilds, Library Director Elysse Fink, Head of Circulation Joseph Emery, and Council Liaison Christoph Hesterbrink were in attendance.

**3. 2023 Board Reorganization**

Sue Boyd spoke about the value that has been added to the Library by the various Trustees and Elysse.

Diane Tausner nominated Brad Wilds for the position of Treasurer. Sue Boyd seconded. The Trustees voted unanimously in favor.

Betty Carillo nominated Diane Tausner for the position of Secretary. Mary Heveran seconded. The Trustees voted unanimously in favor.

Brad Wilds nominated Sue Boyd for the position of President. Suzie Park seconded. The Trustees voted unanimously in favor.

**4. Approval of Meeting Minutes**

- a. Mary Heveran moved to approve the draft minutes of the Regular Board Meeting of December 14, 2022. Susie Kim seconded. Suzie Park abstained. The remaining Trustees voted in favor.

**5. Financial Report**

- a. 2022 Financial Year Review Elysse Fink presented the Municipal and Library year-end financial reports.
- b. Approval of Bills for Payment Elysse Fink presented the Bills List. Diane Tausner moved to approve the Bills List for payment. Susie Kim seconded. The Trustees voted unanimously in favor.

## 6. Director's Report

- a. 2022 Highlights Elysse Fink wanted to recognize how great the staff has been with programming, including an author meet & greet and gnome ornaments in December. In 2022, the Library hosted a total of 438 programs with 6,845 attendees. Total circulation for the year was 75,633, reflecting a 16% increase from 2021; this figure was similar to total circulation in 2019. The total 2022 door count of 77,843 was also similar to the 2019 figure. The Library issued 546 new cards in 2022, up 323% over 2021 and even up significantly over 2019. Interlibrary loan figures were similar to 2021.
- b. Annual Appeal Update Elysse Fink reported that we received some more large donations in December. She has started working on the 2023 Annual Appeal letter and expects to have a draft ready for the Board to review at the next meeting.
- c. BCCLS By-laws Re-certification Betty Carillo moved to approve. Susie Kim seconded. The Trustees voted unanimously in favor.

## 7. Committee Reports

- a. Finance Committee The Finance Committee met to discuss the status of the Municipal and Library budgets. The Committee also talked about the possibility of changing banks and the need to replace the Library's sewer lines. Suzie Park suggested checking with Veolia regarding water pipes as well.
- b. Policies & Procedures Committee The Committee met to discuss updating the policies for the Library's Local History Collection, Deed of Gift and Gift Policy.
- c. Strategic Planning Committee The Strategic Planning Committee continued meeting to discuss questionnaires for community surveys and how best to get them out. The goal is to send them out before Elysse goes on maternity leave.

## 8. Correspondence

None.

## 9. New Business

- a. Dr. Edward Bertolini Resolution Mary Heveran moved to approve. Brad Wilds seconded. The Trustees voted unanimously in favor of the resolution as amended.
- b. 2023 Legal Services Agreement Brad Wilds moved to approve. Diane Tausner seconded. The Trustees voted unanimously in favor.
- c. Bank Signatories - Resolutions Mary Heveran moved to approve. Brad Wilds seconded. The Trustees voted unanimously in favor.
- d. Sewer Lines - Capital Budget Discussed earlier under the Finance Committee Report.

e. Policies

- i. Deed of Gift - Diane Tausner moved to approve. Susie Kim seconded. The Trustees voted unanimously in favor of the draft as amended.
- ii. Gift Policy - Mary Heveran moved to approve. Suzie Park seconded. The Trustees voted unanimously in favor of the draft as amended.
- iii. Local History Policy - Betty Carillo moved to approve. Diane Tausner seconded. The Trustees voted unanimously in favor of the draft as amended.

**10. Unfinished Business**

None.

**11. Council Liaison's Report**

Christoph Hesterbrink reported that the Mayou & Council had held their own reorganization meeting and that the Capital Budget process is continuing. He also informed the Board that the new municipal building project is currently on time and under budget.

**12. Citizens' Portion of the Meeting**

Seeing none present, Sue Boyd closed this portion of the Board meeting.

**13. Adjournment**

Brad Wilds moved to adjourn. Mary Heveran seconded. The Trustees voted unanimously in favor. The meeting was adjourned at 9:13 PM.

Respectfully submitted,  
Diane Tausner, Secretary