

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON  
THURSDAY, OCTOBER 11, 2018  
7:30 PM**

Present: Thomas Binting, President, Mayor Robert Conley, Mark DiBiasse, Louise Easton, Mary Beth Hansbury, David Luber, Gary Ruckelshaus, James Schessler, and Marilyn Favreau, Library Director  
Absent: William VanRyzin

Mr. Binting called the meeting to order at 7:31 PM. Ms. Hansbury announced that on October 11, 2017 in accordance with Public Law 1975, Chapter 231, approved October 21, 1975 and known as the "Open Public Meetings Act," proper notice of this meeting and all Library Board meetings for the year 2018 was posted and shall remain posted throughout the year on the official Library Bulletin Board. Notice was mailed also to the Madison Eagle, to the Daily Record, and hand-delivered to the Borough Administrator.

The minutes of the September 13, 2018 Regular Meeting were presented for consent – accepted as presented.

**TREASURER'S REPORT**

Mr. Ruckelshaus reviewed the Library financial reports through September 2018.

Upon the motion of Mr. Ruckelshaus and seconded by Ms. Hansbury it was unanimously

"Resolved to approve the October bill list in the amount of \$43,307.12."

**PRESIDENT'S REPORT**

Mr. Binting reported the NJLA Trustee Institute will be held on October 22. If there is any interest please let Mrs. Favreau know.

**DIRECTOR'S REPORT**

Mrs. Favreau reported on Circulation Statistics and reviewed her monthly report.

The status of LibraryLink NJ has not been decided. MAIN has formed a task force to look at options.

The change to Primepoint payroll is going well and Customer Service staff training will be held at the Library on October 25.

She discussed the Capital Construction Bond Report and she updated the Library Goals document.

## **BUILDING & GROUNDS**

The Building and Grounds report was discussed. Light bulbs for the courtyard have been ordered.

## **PERSONNEL**

The new sick day policy for part time employees required by State Law effective the end of October was discussed. The updated Personnel Policy Manual reflects the Library Policy.

Upon the motion of Mrs. Easton and seconded by Ms. Hansbury it was unanimously

“Resolved to approve the new Personnel Manual.”

An advertisement was circulated for the Finance and Administration position and has been posted on the appropriate job boards, including nj.com. There are interviews scheduled for this week.

## **FMPL**

FMPL was very active at Bottle Hill Day. The Library staff was also present to provide information and assistance for the public as well as assisting the Friends in erecting and breaking down the tent.

## **MUF**

No report

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported the Technology Committee did not meet in October. Bob Daniher is working on a proposal for 2019 and 2020 computer and networking purchases.

The public PC replacement project is underway. MAIN has reimaged one of the old staff PCs and it is currently being tested on the floor. If there are no issues after a week, MAIN will return to begin replacing the others one at a time throughout the rest of the month. It is expected that the reimaging will be completed by the end of this month or the first week in November.

The secure staff wireless network implementation project has been scheduled with Computer Sharp for October 25.

The staff mobile hotspot has been ordered. Bob is waiting on confirmation from the vendor.

**SCHOOLS AND TEENS**

Mr. DiBiase reported something new was tried for summer reading. Students were allowed to choose what book they wanted to read. Feedback was very positive.

**LONG RANGE PLANNING/DEVELOPMENT COMMITTEE**

No report

**OLD BUSINESS**

Ms. Hansbury questioned the status of the borough directional signage which is to include the Library. It is still in progress.

**NEW BUSINESS**

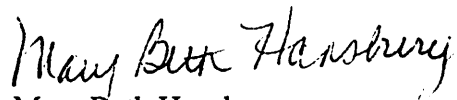
No report

**PUBLIC COMMENT**

None

The meeting was adjourned at 8:22 PM.

Respectfully submitted,

  
Mary Beth Hansbury  
Secretary