

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON

THURSDAY, DECEMBER 11, 2014

7:30 PM

Present: Thomas Binting, President, Robert Coultas, MaryBeth Forte,
David Luber, Stephanie Nesser, Gary Ruckelshaus, and Nancy Adamczyk,
Library Director

Absent: Mayor Robert Conley, William VanRyzin

Mr. Binting called the meeting to order at 7:35 PM. Mrs. Forte announced on October 11, 2013 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 2014 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 November 13, 2014 Regular Session were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Binting reviewed the library financial reports through November 2014.

Upon the motion of Mr. Coultas and seconded by Mr. Luber it was unanimously

“Resolved to approve the December bill list in the amount of \$51,103.24.”

Mr. Ruckelshaus arrived.

Upon the motion of Mr. Luber and seconded by Mrs. Forte it was unanimously

“Resolved to approve additional bills to be paid by December 31, 2014 not to exceed \$10,000.”

Mr. Binting reported it will not be necessary to transfer \$17,610 from the reappropriation for the 2014 budget. This year will result in a positive result without the transfer. In addition, the retirement payment will be covered by the reserve.

PRESIDENT'S REPORT

Mrs. Adamczyk discussed the letter of Agreement between the Library and the New Jersey Hills Media Group regarding the digitization of the Madison Eagle. There will be two self sustaining computers and a server that will allow the public to access the newspaper.

Upon the motion of Mr. Binting and seconded by Mr. Coultas it was unanimously

“Resolved to approve the Letter of Agreement with the New Jersey Hill Media Group.”

Mr. Binting discussed the proposed 2015 budget. There are no significant changes from 2014. Accomplishments for 2014 and goals for 2015 were distributed and discussed.

Upon the motion of Mr. Coultas and seconded by Mrs. Forte it was unanimously

“Resolved to accept the proposed 2015 390, 391 and 392 budgets subject to the final approval of the Library’s support from the Borough.”

Upon the motion of Mrs. Forte and seconded by Mr. Luber it was unanimously

“Resolved to approve the proposed 2015 salaries and salary ranges for 2015.”

DIRECTOR'S REPORT

Mrs. Adamczyk reviewed the monthly report particularly noting the circulation statistics. She reported MAIN will be presenting a new e-book service at the beginning of the year. Emily Weisenstein, Cassidy Charles and Jill Work visited the Madison High School library recently to schedule a teen art show for January.

Upon the motion of Mr. Ruckelshaus and seconded by Mrs. Forte it was unanimously

“Resolved to approve to discard a Tanaka back pack blower.”

BUILDING & GROUNDS

Mr. Binting reported a meeting was held with Ray Codey, the Borough Administrator, Robert Vogel, the Borough Engineer, Gary Ruckelshaus, Bill VanRyzin, Nancy Adamczyk and himself to discuss the next steps regarding the HVAC replacement project. There were some equipment specifications that were misleading to a number of the bidders and some technical details that need to be dealt with. A meeting will be held

on December 23, 2014 with EI personnel to discuss the changes needed in the bid documents. The roof has been inspected and a maintenance agreement will be considered.

PERSONNEL

Mrs. Forte reported the Personnel Manual was e-mailed prior to the meeting. The sick leave and vacation leave policies were discussed.

Upon the motion of Mr. Coultas and seconded by Mr. Lubert it was unanimously

“Resolved to approve the revised sick leave and vacation leave policies and the Personnel Manual giving the Director the authority to make changes to line up with the Borough policy without having additional approval from the Board.”

FMPL

Mr. Bintinger reported the annual appeal is continuing.

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

“Resolved to approve to close the Library at 4PM and serve liquor at the Friends’ Annual Gala on March 7, 2015.

MUF

Mrs. Nesser reported that she attended a meeting of the MUF Advisory Board with Mrs. Adamczyk. Financial information and borrowing statistics were distributed.

TECHNOLOGY COMMITTEE

Mr. Lubert reported the staff PCs are now on the staff network which is being backed up. A meeting was held with staff representatives and Sue Carter regarding changes to the website. Changes will be made next year.

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

No report

NEW BUSINESS

Mr. Bintinger recognized MaryBeth Forte, who is retiring from the Board.

PUBLIC COMMENT

None

The meeting was adjourned at 8:54 PM.

Respectfully submitted,



MaryBeth Forte
Secretary