

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, FEBRUARY 14, 2019**

7:30 PM

Present: Thomas Binting, President, Mary Beth Hansbury, Louise Easton, James Schessler, Rachel K. Barry, Marilyn Favreau, Library Director, and Mary Fevola, Finance and Administration Manager

Absent: David Luber, Mayor Robert Conley and Mark DeBiasse

Guest: Barbara Koppersmith

Mr. Binting called the meeting to order at 7:36 PM. Ms. Easton announced that on November 8, 2018 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 2019 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 January 10, 2019 Regular Meeting were presented for consent – with the exception of Mr. Binting's request to include his receipt last month of Mr. Van Ryzin's resignation from the Board, the minutes were accepted.

TREASURER'S REPORT

Mr. Binting presented the Treasurer's Report on behalf of Mr. Luber.

The Bill List for February was presented. Mr. Binting noted the Bill List is high due to receipt of bills from M.A.I.N. of over \$49,000 and Morris Union Federation for \$1,500 representing their annual fees.

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

"Resolved to approve the February Bill List in the amount of \$81,991.61"

Mr. Binting reviewed the Library financial reports through January 2019.

PRESIDENT'S REPORT

Mr. Binting reviewed the Library's Strategic Plan highlighting several 2018 accomplishments which achieved the goals set within each of the three Strategic Priorities listed in the Plan. The addition of Hoopla and Kanopy, increased programming (particularly in the young adult, adult and outreach areas), progress made with the architects for the building and technology upgrades demonstrate the library's commitment to its Strategic Plan for the Community.

Mr. Binting requested the Board make a motion to reaffirm the attached Strategic Plan Priorities will remain unchanged while the objectives or goals will change with new benchmarks being set for 2019.

Upon motion of Ms. Easton and seconded by Mr. Schessler it was unanimously

“Resolved to reaffirm the attached Strategic Plan Priorities as presented in the overall Strategic Plan for 2013-2015 will be continued and remain the Board’s direction for 2019 with updates to be made to the objectives thereunder”

Mr. Binting advised Mrs. Favreau will make the Budget Presentation at the Borough Meeting scheduled for February 25, 2019 Council Meeting. Mrs. Favreau advised she will be providing a broad overview of the library’s 2018 accomplishments, statistics, budget comparison to prior year, goals for 2019 and the capital plan.

DIRECTOR’S REPORT

Mrs. Favreau reviewed her monthly report. Mrs. Favreau noted Circulation is doing very well partly due to streamlining the collection which appears to have a positive impact on circulation. Printed magazine numbers, audio books and videos are declining; however, downloadable magazines are on the rise. Streaming statistics are not available to make projections at this point.

Staff evaluations were distributed; completed forms are due back to supervisors by February 28, 2019. Meetings between supervisors and employees must be completed by March 22, 2019

Library Link will continue through fiscal year 2020 with emergency funding from the State Library and a reduction in staff and services. M.A.I.N. Task Force will be assessing Library Link with the possibility of a small delivery service area. Increased costs seems inevitable if Library Link is allowed to collapse.

Mrs. Favreau reported the following upcoming dates of note:
Saturday, March 2nd, Star Wars Day. Ms. Barry has been instrumental on publicity and in obtaining give aways.

Saturday, March 23, 2019 is Maker Day in NJ. Also, on the same day, the library will be closing at 4 pm for the Friends Gala.

There was nothing new to report on the Capital Construction Bond.

BUILDING & GROUNDS

The Building and Grounds report is attached to the minutes.

Ms. Hansbury reported the Committee is moving ahead and making plans to be well positioned for money we hope to get from the State from the Capital Construction Bond issue. Ms. Hansbury reported a meeting was held with Mr. Iovino on Friday, January 18th and preliminary ideas for the interior were discussed. He advised that carpet and some interior items can be included in our requests to the Bond proposal.

Relocation of the library during construction is an issue and discussion was held. In that connection, Mrs. Favreau reported that Bruce Heesemann, our Maintenance Supervisor, will need to take part 2 of the training for asbestos so he can enter the building during the construction.

PERSONNEL

Mr. Schessler reported the Youth Services Librarian, Paige Briglia, resigned effective February 18, 2018. Plans to replace her full time position with a part-time Youth Services Librarian for programming and outreach are underway.

Mr. Schessler also mentioned the replacement of the vacant Student Page position reported at the last meeting has been filled. Mrs. Favreau reported two part-time Student Pages replaced the one vacant Student Page opening.

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

“Resolved to approve the hiring of Walter Bowen and Eve Sherwood as part-time Student Pages effective, February 4th and February 8th, respectively.”

Upon motion of Mr. Schessler and seconded by Ms. Barry it was unanimously

“Resolved to approve the search and future hire of a part-time Youth Services Librarian.”

Mr. Schessler advised the minimum wage will increase to \$10.00 per hour beginning July 1st and \$1.00 in January of every year thereafter until 2024. A handout was distributed illustrating the minimum wage increase compared to the salary increase for a Circulation Library Assistant Salary. Discussion was held on the compression effect to overall employees' salaries due to the minimum wage increase and will be addressed at a future meeting.

TECHNOLOGY COMMITTEE

In Mr. Luber's absence, Mrs. Favreau presented the Technology Report. The Board was advised a Committee is looking at other libraries as it develops its future technology plan.

The library will try to piggyback off the proposed Borough's new telephone system which will be using IPG phone system; the system currently used by the library. The Library's telephone system needs updating and is included in the 2019 Capital Plan.

SCHOOLS AND TEENS

Nothing to Report.

FMPL

Gala reminder March 23, 2019

MUF/MAIN

Mrs. Favreau distributed M.A.I.N.'s Top 10 Accomplishments prepared by M.A.I.N.

OLD BUSINESS

Nothing to Report.

NEW BUSINESS

Nothing to Report.

PUBLIC COMMENT

Mention of utilizing Meet-Up Calendar was discussed.

The meeting was adjourned at 8:32 PM.

Respectfully submitted,



Louise Easton
Secretary