

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
SATURDAY, FEBRUARY 22, 2014 9:30 AM
(RESCHEDULED FROM THURSDAY, FEBRUARY 13, 2014 7:30 PM)**

Present: Thomas Binting, presiding, Robert Coultas, Mayor Robert Conley, MaryBeth Forte, David Luber, Dorothy Meaney, Gary Ruckelshaus, William VanRyzin and Nancy Adamczyk, Library Director
Absent: Stephanie Nesser

Mr. Binting called the meeting to order at 9:26 AM. Mrs. Forte announced in accordance with Public Law 1975, Chapter 231, approved October 21, 1975 and known as the "Open Public Meetings Act," proper notice of 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 faxed also to the Madison Eagle, to the Daily Record, and hand-delivered to the Borough Administrator and Borough Clerk. Notice of the rescheduling to February 22, 2014 from the original meeting date of February 13, 2014 was done on February 12, 2014 and posted on the official Library Bulletin Board, was faxed to the Madison Eagle, to the Daily Record, and hand-delivered to the Borough Administrator and Borough Clerk.

The meeting was adjourned to Executive Session at 9:33AM.

Mayor Conley arrived at 9:38AM.

The meeting was readjourned to Regular Session at 11:31 AM.

The minutes of the January 9, 2014 Regular Meeting were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the Library's financial reports for January 2014.

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

"Resolved to approve the February bill list in the amount of \$45,687.79."

PRESIDENT'S REPORT

Mr. Binting reviewed Borough Ordinance 46-2013 to prohibit smoking on all Borough Property including public parts and recreational areas. Mrs. Adamczyk was asked to have the cigarette receptacles removed and no smoking signs posted.

DIRECTOR'S REPORT

Mrs. Adamczyk reported the weather has been an issue with several closings – the minicourses will be running a week late due to the weather. Due to the length of the meeting the review of the 4th quarter report will be deferred to the March meeting.

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

“Resolved to approve to discard two Fuji reader printers.”

FMPL

Mrs. Adamczyk stated March 8 is the Friend's Gala and Touch a Truck will be held on August 2.

BUILDING AND GROUNDS

Mr. Binting reviewed the schedule of proposals for the abatement of the ceilings in the lobby and Picture Book Room. The proposals for abating the lobby ceiling received from Bristol Environmental, Greenwood Abatement Consultants and GL Group, Inc. range from \$37,500 to \$47,700 and the state contract price proposed by Jupiter Environmental Services, Inc. was \$65,890. Subsequent discussions with GL Group have indicated that they are prepared to perform the work for \$35,900, so he suggested that we recommend approval of a contract with GL Group to the Borough Council. The abatement of the Children's Picture Book Room has been delayed for further discussion. This decision permits the Library/Borough to move forward on the HVAC project scheduled for fall installation following the bid process.

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

“Resolved to recommend to the Borough Council that they approve a contract with GL Group in the amount of \$35,900 for the abatement of the ceiling in the lobby area.”

Mr. VanRyzin reported that proposals were received from six local architectural firms for the Picture Book Room project. Three firms will be asked to meet with the Board of Trustees in conjunction with the next Board meeting on March 13. Mrs. Adamczyk was asked to arrange for the meeting with the firms. Mr. VanRyzin also reported that Robert Vogel, Borough Engineer, has provided assistance and guidelines regarding roof safety in consideration of the weight of the snow and ice.

Mr. Binting reported that there is a potential issue with the ceiling in the Server Room. He recommended that we contact TTI Environmental, Inc. for their review of the room and ask them to provide their recommendations. Since the Library's Server Room pro-

vides the Internet connection for RoseNet, this matter will need to be addressed with the Borough Administration, Borough technology staff, - Schools as well as the MAIN staff.

Mrs. Adamczyk reported the Griffin has been ordered. Installation will be scheduled in time for unveiling at the Summer Reading Program Kick-off.

PERSONNEL

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

“Resolved to adopt the Personnel policy for the 2014 abatement.”

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported that Madison Television has ordered the equipment necessary for the Chase Room technology upgrade. Nancy Adamczyk and Bob Daniher met with OLIS regarding the file server project. There will be changes as to what services we will be receiving from OLIS but it is unclear what the changes are. All PCs need to be running on Windows 7 so we will be provided with the image for installation by Bob Daniher. When imaging is done OLIS will come into the Server Room and do mapping of folders on staff PCs to begin using the folders for library business and files. Children’s Services Department would like to use on line program registration off the website. The Technology Committee will need to look at whether to use a vendor product vs. product development by a website designer. The Committee is also looking into the response time issue on the website

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

The meeting was adjourned at 11:59 AM.

Respectfully submitted,

MaryBeth Forte
Secretary