

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON  
THURSDAY, February 11, 2021**

**7:00 PM**

Present: Thomas Binting, President, David Luber, James Schessler, Louise Easton, Mayor Robert Conley, Rachel K. Barry, Thomas Haralampoudis, Kate Bartley, Karen Bessin, School Representative, Marilyn Favreau, Library Director, and Mary Fevola, Finance and Administration Manager

Guests: Corinne Bowen, Library Assistant, Circulation and ILL

Absent: Pam Hogan, Chair of the Friends of the Madison Public Library (FMPL)

Mr. Binting called the meeting to order at 7:02 PM. Ms. Easton announced that in accordance with the Open Public Meetings Act, NJSA Title 10 Chapter 4 sections 6-10, and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, and Executive Order 104, ordering all public libraries to close, and Senate Bill 2294, adopted into law which allows public bodies to conduct meetings and provide notice by electronic means during periods of such emergency, the Madison Public Library notified the public that the meeting of the Library Board of Trustees scheduled for February 11, 2021 in the library's Chase Auditorium will be held electronically only and will begin at 7:00 pm.

The minutes of the January 14, 2021 Regular Meeting of the Board were presented for consent and accepted as distributed.

**TREASURER'S REPORT**

Mr. Luber presented the Treasurer's Report.

The February 2021 Bill List was reviewed. Subsequent to Bill List distribution, two checks were voided therefore the amount requested for approval is \$1,957.62 less than noted on the distribution copy.

Upon motion of Mayor Conley and seconded by Ms. Barry the Board unanimously

“Resolved to approve the revised February Bill List in the amount of \$29,370.78”

The Library's financial reports for the period ended January 31, 2021 were reviewed.

**PRESIDENT'S REPORT**

Nothing to report.

## **DIRECTOR'S REPORT**

Mrs. Favreau reviewed her monthly report. Staff continues to work in the building. Since Thanksgiving, due to the holiday surge expected in COVID-19 cases, the library along with other libraries in MAIN and MUF closed to the public. The closure also aligned with the Borough's closure of Hartley Dodge to the public.

Staff continue to service the public with 7 day a week hold pick up, browsing of collection material and grab & go kits in the courtyard along with virtual programming. Mrs. Favreau complimented the staff for their efforts in meeting the flexibility and labor intensive challenges of the current service model. The outdoor programming area will be finished once the weather improves.

A second OPRA request was made to the State Library for all reviewers' scorecard details of the library's Construction Bond application and the complete scorecards of all other applicants. This information will be analyzed to assist with the library's second grant submission.

The slide presentation needed for the Budget Hearing presentation to the Borough Council on February 22<sup>nd</sup> is currently being prepared.

Circulation for non-digital and digital material was reviewed. The addition of Hunterdon Township library to the M.A.I.N. consortium dramatically increased interlibrary loan.

Mayor Conley inquired about the library's reopening plan in light of the downward trend of COVID cases. Mr. Bintinger and Mrs. Favreau directed the Board to the agenda material and reviewed the re-opening plan which is scheduled for the first week of March. The library will move forward one step in its previously approved reopening plan and restore public access by appointment to the building beginning March 2<sup>nd</sup>. The only differences to services currently offered is allowing patrons back into the building and with more daylight hours, extending courtyard browsing to 5 pm. Outdoor services currently offered remain unchanged for patrons who prefer not to come inside the building. Mayor Conley complimented the timing of the reopening and requested the necessity of appointments be reassessed several weeks into March.

Upon motion of Mayor Conley and seconded by Mr. Luber the Board unanimously

“Resolved to approve the library reopening plan beginning March 2, 2021, subject to monitoring appointment necessity, COVID safety guidance issued by the Governor's office and editorial correction of 1 am – 2 pm to 10 am – 2pm.”

## **BUILDING & GROUNDS**

The Buildings and Grounds report was not available prior to the meeting. Next month will include two reporting months.

## **PERSONNEL**

Mr. Schessler requested Board approval of the appointment of Corinne Bowen from part time Library Assistant, Circulation and ILL to full time Supervisor of Circulation and ILL.

Upon motion of Ms. Easton and seconded by Ms. Bartley, the Board unanimously

“Resolved to approve the appointment of Corinne Bowen as Supervisor of Circulation and ILL, effective February 12, 2021.”

## **TECHNOLOGY COMMITTEE**

Mr. Luber reviewed the Technology Report noting Committee discussions to rewrite the website are taking place with Doug Hooper of Allegiant Intelligence. Ms. Barry will take the lead in this endeavor, including the use of patron focus groups.

Mr. Daniher has been investigating the use of laptops for patrons as an alternative to public desktops in the Adult Services area. Although not financially and technically feasible at this time, future mobile lending remains under consideration due to the attractiveness of flexibility and freeing up floor space in the Adult Services area.

## **SCHOOLS AND TEENS**

Mrs. Bessin continues to experience much activity at the schools and again has relied heavily on library assistance. The new curriculum presented the opportunity to borrow 80-90 library texts for the three elementary school teachers to share with the students. Mrs. Bessin has also been previewing texts through the library prior to the school making any purchases. In addition, library staff assisted with getting books into the hands of students for the successful junior school book club. Another example of the successful partnership between the library and school staff is collaboration for the upcoming Read Across America program.

## **FMPL**

In Pam Hogan’s absence Mrs. Favreau presented FMPL’s report. Mrs. Barry was thanked for attending the FMPL meeting, media coverage for FMPL and offering to assist with speaker recruitment for Minicourses. Winter Minicourses were well attended and two Minicourses are being offered in the Spring.

The fundraising Challenge and Appeal of 2020 was a huge success, to date \$44,500 has been generously donated. Also, the Investors Foundation awarded a \$1,000 grant to FMPL toward library streaming programs.

**MUF/MAIN**

Mrs. Favreau reported the Summit Library recently reopened. New Providence Memorial Library remains closed to public access as does Berkeley Heights Library. Berkeley Heights has more to do with their new facility move than the pandemic.

**POLICY COMMITTEE**

Nothing to report.

**OLD BUSINESS**

Nothing to report.

**NEW BUSINESS**

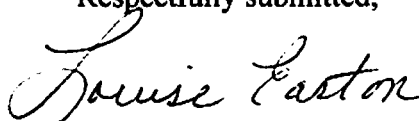
Nothing to report.

**PUBLIC COMMENT**

None

The meeting was adjourned at 7:53 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Louise Easton". The signature is written in a cursive, flowing style.

Louise Easton  
Secretary