

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, JANUARY 9, 2014
7:30 PM**

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

Mr. Binting called the meeting to order at 7:37 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.

Mayor Conley administered the Oath of Office to Dorothy Meaney who has been reappointed to the Board of Trustees.

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

"Resolved to appoint Dorothy Meaney as a Director to the MPLI Board."

The minutes of the December 12, 2013 Regular Meeting were presented for consent – accepted as presented."

Upon the motion of Mayor Conley and seconded by Ms. Meaney it was unanimously

"Resolved to elect the following officers"

President – Thomas Binting

Vice President – Robert Coultas

Secretary – MaryBeth Forte

Treasurer – Gary Ruckelshaus

Mr. Binting announced the appointments for working committees and reviewed the annual resolutions.

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

“Resolved to approve the annual resolutions.” (see attached)

TREASURER’S REPORT

Mr. Ruckelshaus reviewed the Library’s financial reports for the fiscal year 2013.

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

“Resolved to approve the January bill list in the amount of \$48,225.89.”

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

“Resolved to authorize the transfer of \$13,400 from 0500 Statutory to 0200 Services for 2013.”

The year end gift list was distributed and the December 2013 year end bill list was reviewed.

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

“Resolved to approve the revised 2014 budget and salaries incorporating a 2% salary increase which was a change from the fall 2013, and in revenues reflecting the appropriation from operating surplus of \$17,610.”

PRESIDENT’S REPORT

Mr. Binting reflected on the accomplishments and events of 2013 and discussed challenges for 2014. He thanked the board for their participation and all that has been accomplished, noting 2013 ended with four new trustees. His report is attached.

Mr. Binting stated there needs to be recognition for the significant Taber estate contribution. The Long Range Planning Committee will be looking at some options.

DIRECTOR’S REPORT

Mrs. Adamczyk reported there was a very healthy circulation increase from 2012 to 2013 – about 10%. Carrie Thompson worked with the Madison High School Glyphs staff in presenting a successful coffeehouse. There will be a new online date base starting in January which will offer magazines through MAIN. She noted the complications in library schedule and safety issues due to the winter weather.

BUILDING AND GROUNDS

Mr. VanRyzin reported on current maintenance and repair issues. The HVAC issues continue with the units working very hard. It has been a difficult winter and snow/ice removal has been a challenge, particularly on the upper bridge where people have fallen. Last month the skylights were painted and the bathroom heater was replaced. An outstanding project is repair and reactivation of the baseboard heat. This project, funded through the Borough capital budget, has been awarded to Teknikon. The Building and Grounds Committee continues to research options for the outdoor lamps needing repair.

Mr. VanRyzin reported that the Building and Grounds Committee is coordinating three separate projects each broken into parts. The Board has requested capital funds for the HVAC replacement. Bid documents have been completed by EI Associates, so we are ready to go out to bid once funding is approved. It is anticipated that the actual replacement will occur in the fall. The HVAC replacement is requiring abatement which is being planned for early spring. Reallocated funds in the Borough capital project are available to abate the lobby which is necessary for the HVAC project. It is recommended that the Picture Book Room will then be closed for remodeling. A Request for Proposal is being sent to several architectural firms for the design of the Picture Book room.

Mr. VanRyzin discussed outdoor projects. Representative from the Trustees, Friends of the Library and staff will be meeting on January 15 to discuss plans for the courtyard. The Library's capital budget request includes funds for reworking the public parking lot which would be coordinated with the paving of Belmont Avenue. It was decided that the old bookdrop would be retained at the present time.

PERSONNEL

No report

MUF

No report

FMPL

Mrs. Adamczyk reported the Friends Annual Meeting is scheduled for Monday, January 13 at 11:00 AM.

TECHNOLOGY COMMITTEE

Mr. Luber reported Bob Daniher started today in his shared full time position. A proposal has been received from Donn Russell, at Madison Television for Chase Room Technology improvements.

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

“Resolved to authorize the Technology Committee in conversation with the Building and Grounds Committee, if necessary, to update the audio/visual equipment in the Chase Room at a cost not to exceed \$6,000.”

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

None

NEW BUSINESS

Mrs. Adamczyk reported several libraries have been affected by frozen pipes.

PUBLIC COMMENT

None

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

MaryBeth Forte
Secretary