

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON**  
**THURSDAY, JANUARY 12, 2017**  
**7:30 PM**

Present: Thomas Binting, President, Louise Easton, Mary Beth Hansbury,  
David Luber, Sara Reichel, James Schessler, William VanRyzin and  
Nancy Adamczyk, Library Director  
Absent: Mayor Robert Conley, Gary Ruckelshaus

Mr. Binting called the meeting to order at 7:35 PM. Mr. Luber announced on October 11, 2016 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 2017 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.

Mr. Binting administered the Oath of Office to James Schessler.

The meeting was adjourned to Executive Session at 7:39 PM.

The meeting was returned to Regular Session at 7:42 PM.

The minutes of the December 8, 2016 Regular and Executive Session were presented for consent – accepted as presented.

Upon the motion of Mrs. Easton and seconded by Mr. VanRyzin, it was unanimously

"Resolved to elect the following officers"  
President – Thomas Binting  
Vice President – David Luber  
Secretary – Mary Beth Hansbury  
Treasurer – Gary Ruckelshaus

Mr. Binting announced the appointments for working committees and reviewed the annual resolutions. (see attached)

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

"Resolved to approve the annual resolutions." (see attached)

**TREASURER'S REPORT**

Mr. Binting reviewed the library financial reports through December 2016.  
Upon the motion of Mr. VanRyzin and seconded by Ms. Hansbury, it was unanimously

“Resolved to approve the January bill list in the amount of \$36,301.42.”

Upon the motion of Ms. Hansbury and seconded by Mr. Luber, it was unanimously

“Resolved to transfer in the Library Budget for 2016 \$3,200 from account 0200 to account 0300.”

## **PRESIDENT’S REPORT**

Mr. Bintinger reflected on the accomplishments and events of 2016 and discussed challenges for 2017. (see attached)

He discussed a meeting held with Aaron Cohen Associates to take a fresh look at how the interior space at the Library is used. A proposal has been received which was distributed. Following discussion, upon the motion of Mr. Luber and seconded by Mrs. Easton, it was unanimously

“Resolved to move forward with a proposal from Aaron Cohen and Associates pending reference check and completion of pay to play paperwork.”

Mr. Schessler gave an overview of the Search Committee’s progress in appointing a new Library Director. He reported the posting for the new Director has gone out to several sites in New Jersey as well as New York and Pennsylvania. The current plan is for the Search Committee to meet on January 25 to go over resumes and select the candidates to be interviewed. The Search Committee will then select finalists for the Board’s consideration.

Upon the motion of Ms. Hansbury and seconded by Mr. VanRyzin, it was unanimously

“Resolved to appoint Mr. Schessler to the Madison Public Library Inc. Board of Directors.”

## **DIRECTOR’S REPORT**

Mrs. Adamczyk reported on monthly circulation statistics as well as statistics by year, collection and quarter. She reported that the Friends of the Library had its annual meeting and distributed the Chairman’s Annual Report. A Drew University student will be interning at the Library next semester.

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

“Resolved to discard computer equipment.”

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

“Resolved to approve the closing of the Library at 4PM on March 25 to prepare for the Friends’ Gala.”

## **BUILDING & GROUNDS**

Mr. VanRyzin reported B&H Security was called in to restore all panic buttons and hatch alarms. Mr. Heesemann is working on the thresholds but is waiting for warmer weather before completing the removal of the front doors. The HVAC is working but staff and patrons continue to complain about blowing cold air. The situation is being monitored and adjustments are being made to the computer controls as necessary. Snow and ice removal has been completed as necessary. It is anticipated the shelving in the Picture Book Room will be installed by mid-February and delivery of the remaining lobby furniture this week.

## **PERSONNEL**

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

“Resolved to approve to revise the range for a part-time Librarian to \$28.00 - \$33.00.”

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

“Resolved to approve hiring a part-time Librarian pending a successful background check.”

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

“Resolved to approve a leave of absence for Katherine Hollerith through March 31, 2017.”

## **FMPL**

No report

## **MUF**

Ms. Hansbury reported the annual MUF dinner is scheduled for Thursday, May 4.

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported the Technology Committee met on Tuesday, January 10. Mrs. Carter reported there are still a few missing Madison Eagle CDs. She will contact Liz Parker about locating them. If they cannot be located, Hudson Microimaging will be contacted about digitizing the microfilm copies of the missing issues of the paper. Website development continues. Staff will need to be trained on entering content. A conference

call is scheduled with the website designer the week of January 17 to discuss a schedule for completion, training and cutover.

The lobby monitor is on order and the RaspberryPI driver software has been tested and verified as working. Mr. Daniher reported the new public WiFi installation is running smoothly. He continues to collect statistics from the dashboard.

The MAIN Technology Committee met on January 6. Mr. Daniher described the MAIN Envisionware project as being "on hold." MAIN staff are still preparing for the installation of equipment ordered through the group purchase. He expects training to take place in February with implementation taking place in the March timeframe.

Ms. Weisenstein reported the new A/V system has been a successful addition to the Picture Book Room. Mr. Daniher recommended the Library consider establishing a cell phone charging system in the Library area. The Library of the Chathams has one and it has proven to be very popular. The committee agreed that this was a good idea to pursue.

### **SCHOOLS AND TEENS**

Ms. Reichel reported she will be attending a meeting at the Library with the Junior School principal to discuss library services during the school's construction project

### **LONG RANGE PLANNING/DEVELOPMENT COMMITTEE**

No report

### **OLD BUSINESS**

No report

### **NEW BUSINESS**

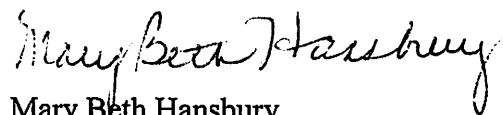
No report

### **PUBLIC COMMENT**

None

The meeting was adjourned at 9:14 PM.

Respectfully submitted,



Mary Beth Hansbury  
Secretary

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON  
THURSDAY, JANUARY 12, 2017  
EXECUTIVE SESSION  
7:30 PM**

Present: Thomas Binting, President; Louise Easton; Mary Beth Hansbury; David Luber; William VanRyzin; James Schessler; Sara Reichel and Nancy Adamczyk, Library Director  
Absent: Mayor Robert Conley and Gary Ruckelshaus

Mr. Binting opened the Executive Session at 7:39 PM for the purpose of a personnel issue. Mrs. Adamczyk reported that part-time Library Assistant Katherine Hollerith has requested a leave of absence for medical reasons. She anticipates that the length of the leave will be through March 2017.

The Trustees agreed that a leave can be granted; however, by policy, it does not guarantee preservation of the position.

The Executive Session was adjourned at 7:42 PM.

Respectfully submitted,



Mary Beth Hansbury  
Secretary