

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, JULY 14, 2016
7:30 PM

Present: Thomas Binting, President, Louise Easton, David Luber, Gary Ruckelshaus, Stephanie Nesser, and Nancy Adamczyk, Library Director

Absent: Mayor Robert Conley, Robert Coultas, Mary Beth Hansbury,
William VanRyzin

Mr. Binting called the meeting to order at 7:40 PM. Mr. Luber announced on October 11, 2015 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 2016 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 June 9, 2016 Regular Session were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the library financial reports through June 2016.

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

"Resolved to approve the July bill list in the amount of \$58,786.40.

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

"Resolved to approve the payment of August bills not to exceed \$60,000."

PRESIDENT'S REPORT

Mr. Binting encouraged the Trustees to support Touch a Truck as there is still a need for financial and volunteer support. There will not be a consolidated donation from the Trustees this year.

DIRECTOR'S REPORT

Mrs. Adamczyk reviewed the monthly report noting circulation has dropped. Minicourses, Summer Seminars and Summer Reading Programs are going well. TTI Environmental, Inc. performed an air measurement test on June 21 which produced satisfactory results.

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

“Resolved to authorize the Madison Public Library to provide surplus furniture and equipment for the auction arranged by the Borough of Madison.”

BUILDING & GROUNDS

The monthly report from Mrs. Adamczyk and Mr. Heesemann was reviewed. Bruce Heesemann has been doing a lot of cleanup projects in the Picture Book Room and is working on various other projects. Mrs. Adamczyk reported that Mr. Heesemann and Mrs. Nolan spent a lot of time updating the Library's list of chemicals in the state database. She also mentioned that the Library has been using Carroll Cleaning Services for daily cleaning. The HVAC work and installation of the ceiling tiles has been completed in the Picture Book Room.

Mr. Binting reported a Building and Grounds Committee meeting was held to discuss the maintenance agreement for the HVAC system.

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

“Resolved to approve the hiring of Teknikon for the HVAC maintenance agreement subject to follow up paper work.”

PERSONNEL

Upon the motion of Mrs. Nesser and seconded by Mrs. Easton it was unanimously

“Resolved to approve to hire Kenneth Spencer for the position of Part Time Custodian pending a successful background check.”

FMPL

Laurie Harting, Friends' Board member, spoke about Touch a Truck and obtaining sponsorships for the event. The Friends will be hiring a part time person to take over Frank Benedict's responsibilities in relation to the Drew Minicourses.

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported a meeting was held with Bob Vogel, Borough Engineer, Nancy Adamczyk and himself to discuss outside vs. inside cabling. He was very happy to report Mr. Vogel will support the inside cabling as planned.

The RFQ for replacement of the cabling and indoor raceway systems was sent to Maple Rock Communications and IPG Telecommunications. A proposal was received from Maple Rock for \$6,508. After consideration IPG responded and informed us they choose not to respond based on their current workload. Nancy confirmed with Borough Purchasing all RFQ requirements were met.

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

“Resolved to contract with Maple Rock Communications for cabling up to \$7,000.”

Mr. Luber, Craig Erezuma and Nancy Adamczyk met with Donn Russell and discussed his proposal for the Picture Book Room media which was \$8,500. After requesting some additional changes, Mr. Russell will be preparing a new proposal.

The Technology Committee will meet next week to consider competing quotations from Computer Sharp and Jersey Connect for the new managed public WIFI system for the Library. Both have attractive aspects to their respective proposals. Jersey Connect is the State Library System, so there is no charge for the management of the managed WIFI where Computer Sharp is an independent contractor, so there would be a charge. They have an attractive function which allows them to load balance between the two vendors of connectivity which are Verizon and Cablevision. This will be discussed at the Technology Committee meeting. MAIN was also contacted but they did not submit a substantive proposal, but gave some recommendations. They are not being considered. The Friends of the Madison Public Library voted to provide a grant for this project not to exceed \$7,000.

The website development continues to move forward.

SCHOOLS AND TEENS

No Report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

Mr. Binting stated once all current projects are completed the Trustees will go back and look at any additional projects to be completed, including abatement in the Children's Room.

OLD BUSINESS

None

NEW BUSINESS

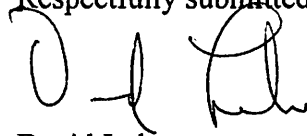
None

PUBLIC COMMENT

None

The meeting was adjourned at 8:33 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. Luber', written in a cursive style.

David Luber
Secretary