

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
THURSDAY, MARCH 13, 2014 6:00 PM**

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

Mr. Binting called the meeting to order at 6:00 PM. 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 change in starting time from 7:30 PM to 6:00 PM for tonight’s meeting was 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 6:05 PM.

The meeting was readjourned to Regular Session at 8:30 PM.

The minutes of the February 22, 2014 Regular Meeting were presented for consent – accepted as presented.

**TREASURER’S REPORT**

Mr. Ruckelshaus reviewed the Library’s financial reports for February 2014.

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

“Resolved to approve the March bill list in the amount of \$42,994.53.”

**PRESIDENT’S REPORT**

Mr. Binting reported the Building and Grounds Committee reviewed the Picture Book Architectural proposals. Architects identified for oral presentations were interviewed. As a result of the presentations, a preliminary conclusion was reached subject to resolution of contractual matters. With the resolution of those issues, a vote on the selection at the April meeting is contemplated. The project timing has significantly changed and is being reviewed in conjunction with other planned activities.

## **DIRECTOR'S REPORT**

Mrs. Adamczyk noted that the Report to the State Library has been completed. The website has some new additions particularly in the local history section. Sue Carter has added photographs her son scanned for his Eagle Scout project and the partial index for the Madison Eagle done by her daughter Stephanie. Zinio, an online magazine resource, is now also on the website.

Programming is going well, but circulation has suffered due to closings due to weather. The 4<sup>th</sup> quarter report was distributed.

Mrs. Adamczyk met with Diane Mann, the Executive Director of the YMCA, and the Police and Fire Chiefs to talk about neighborhood parking issues.

Mrs. Adamczyk requested an approval of a proposed policy on proctoring exams. Upon the motion of Mr. Coultas and seconded by Mrs. Forte it was unanimously

“Resolved to approve the policy regarding proctoring exams.”

Mayor Conley left at 8:55 PM

## **FMPL**

Mr. Binting thanked the Friends for a wonderful Gala. Maureen Byrne reported over \$10,000 was raised from the Gala. Mary Beth Cooney spoke on Touch a Truck which is scheduled for August 2 with the proceeds to be dedicated to the Children's Department. A grant has been submitted to the Madison Rotary Club for the butterfly garden.

## **BUILDING AND GROUNDS**

Mrs. Adamczyk reported the Library would be closed for approximately one week beginning March 24 for abatement in the lobby area. The abatement company representative visited for a walk-through with Tom Knudsen. The Library closing has been widely publicized.

## **PERSONNEL**

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

“Resolved to accept the retirement of Margaret Harlan effective August 1, 2014.”

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

“Resolved to thank Margaret Harlan on behalf of the Trustees for her service and wish her well on her retirement.”

## **MUF**

Ms. Nesser reported the MUF Dinner will be held on May 7.

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported computers are being converted from Windows XP to Windows 7. The County is assigning additional duties to OLIS resulting in an impact on their providing services, and, as a result, Bob Daniher will be reimaging the XP computers. Mrs. Adamczyk informed the Borough on Server Room conditions. The Chase Room technology and sound upgrade is complete. A demo was done and user instructions are being prepared. On line scheduling for Library programs through the website is being reviewed.

## **SCHOOLS AND TEENS**

No report

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

No report

## **OLD BUSINESS**

None

## **NEW BUSINESS**

MaryBeth Forte suggested that simple instructions for children to download from Overdrive be considered.

## **PUBLIC COMMENT**

Emily Weisenstein reported the Children's Services Department has been very busy with school projects and reference questions – over 400 people were at the Library on Sunday.

The meeting was adjourned at 9:10 PM.

Respectfully submitted,

MaryBeth Forte  
Secretary