

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON  
THURSDAY, MARCH 10, 2016  
7:30 PM**

Present: Thomas Binting, President, Robert Coultas, Louise Easton,  
Gary Ruckelshaus, Mary Beth Hansbury, David Luber, Stephanie Nesser, and  
Nancy Adamczyk, Library Director  
Absent: Mayor Robert Conley, William VanRyzin

Mr. Binting called the meeting to order at 7:34 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 February 11, 2016 Regular Session were presented for consent – accepted as presented.

**TREASURER'S REPORT**

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

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

"Resolved to approve the March bill list in the amount of \$59,637.50."

Discussion of the list determined that there were additional bills which should be added to the bill list for refurbishment work to be performed in March/early April which required payment to be made before the next board meeting. With the list as amended the motion was passed with Mr. Ruckelshaus voting "No" on the bill for Rutgers School of Public Health.

**PRESIDENT'S REPORT**

Mr. Binting reported the 2016 budget will be introduced at the Borough Council meeting on March 14. The budget includes approval of Library funding for the requested amounts for the 390, 391 accounts and the electric subsidy. He reported a contribution was received by MPLI from Garwood Burwell

## **DIRECTOR'S REPORT**

Mrs. Adamczyk reviewed the monthly report noting February 2016 circulation statistics were below February 2015. More children's programming is being planned; the staff program committee has been very active planning programs for all ages. Mrs. Adamczyk noted two pending Assembly bills – one a NJ Library Construction Bond Act, (A222). The second, A1427 Funding for NJ Libraries, would allow voters of a municipality to approve an increase in the municipal free public library funding, currently set at a 1/3 of a mill. There was a surprise gift from Ralph Errington Charitable Foundation to purchase a 3D printer with supplies and to support children's program.

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

“Resolved to authorize the Director to take action regarding closing the library for the installation of the carpeting in the lobby (2 days maximum).”

Mrs. Adamczyk reminded everyone the Friends' Gala will be held on March 19, 2016.

## **BUILDING & GROUNDS**

Mrs. Adamczyk reported that Kraft Roofing had walked the roof in order to provide an estimate for semi-annual inspections. More information will be provided next month.

HVAC update – There are still issues with the HVAC system. In general, the building is more comfortable but with reports of heating issues in the Chase Room and Children's Room. There are still adjustments that need to be done. The small meeting rooms continues to be a problem when the doors are closed which prevents the circulation system from accessing the rooms

Picture Book Room update – Work on the Picture Book Room should begin soon. Purchase orders are going out, so scheduling will begin. Electrical floor heat will be used in the room.

Mr. Binting spoke with Bob Vogel, Borough Engineer, regarding issues with the fire alarm system. In connection with the HVAC project, the fire alarm panel had to be replaced. He was recommending that the Board consider improving the existing detector system which the new panel could accommodate. While the current detector system is adequate, the improvement would help in identifying the problem area if an alarm occurred. It is estimated it will cost \$8,500 to replace the existing detectors. This would require a capital request to be submitted to the Borough.

## **PERSONNEL**

Mr. Coultas has been working with Mrs. Adamczyk to schedule interviews for the position of Maintenance Supervisor.

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

“Resolved to approve the hiring of Catherine Anzul and Barbara Neigel as part-time Library Assistants upon successful completion of their background checks.”

## **FMPL**

No report

## **MUF**

No report

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported the Technology Committee met on February 23. The development of the website continues with landing pages approved by the staff. Mrs. Adamczyk and Ms. Weisensten met with Erica Cruz, who is responsible for the Rosenet website. The Library has created an account to post library activities on the RoseNet calendar. The digitized Madison Eagle from 1985-1995 has been loaded onto the server and is now accessible. Microfilm for the years 1996-2001 went out to Hudson Archival yesterday.

The data networking and voice cabling for the Technical Services area is in place and ready for the furniture to be installed. The furniture is scheduled to be delivered next month. Mr. Luber and Mrs. Adamczyk will attend a March 29 briefing on the New Jersey Connect Services offered by the State Library.

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

“Resolved to authorize up to \$3,500 for the purchase of computer equipment.”

## **SCHOOLS AND TEENS**

Mrs. Nesser reported art work by Madison High School students are currently being displayed in the Chase Room. Art work from Torey J and Kings Roads school will then be featured the middle of April. A coffeehouse was hosted on February 26 to benefit Glyphs, which is the Madison High School Literary Magazine.

**LONG RANGE PLANNING/DEVELOPMENT COMMITTEE**

No report

**OLD BUSINESS**

Ms. Hansbury made a comment regarding the traffic flow in the patron parking lot as to the possibility of it being considered in connection with the repaving of the parking lot.

**NEW BUSINESS**

No report

**PUBLIC COMMENT**

None

The meeting was adjourned at 8:40 PM.

Respectfully submitted,



David Luber  
Secretary