

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON**  
**THURSDAY, MARCH 15, 2018**  
**7:30 PM**

Present: Thomas Binting, President, Dave Luber, Gary Ruckelshaus, James Schessler, William VanRyzin and Marilyn Favreau, Library Director  
Absent: Mayor Robert Conley, Louise Easton, Mary Beth Hansbury, Mark Schwarz, Superintendent of Schools

Mr. Binting called the meeting to order at 7:35 PM. Mrs. Favreau announced that on October 11, 2017 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 2018 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 8, 2018 Regular Meeting were presented for consent – accepted as presented.

**TREASURER'S REPORT**

Mr. Ruckelshaus reviewed the library financial reports through February 2018.

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

"Resolved to approve the March bill list in the amount of \$27,421.73"

**PRESIDENT'S REPORT**

Mr. Binting reported there is a question on whether the Library or the Borough should sign the Arcari Iovino contract for the lighting and ceiling project. The Borough Administrator, Mr. Codey, will be contacted to discuss the appropriate format.

The timelines for the application for the state construction bond project was discussed.

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

"Resolved to transfer from the undesignated operating fund \$200,000 to establish a reserve to be designated for the capital plan expenditures effective December 31, 2017."

## **DIRECTOR'S REPORT**

Mrs. Favreau reported the ILL delivery backlog has eased and they are in the process of reviewing new bids. She reported there are regular programming meetings held and that Ms. Briglia is working hard to increase the teen programming attendance.

Mr. Binting asked Mrs. Favreau to prepare a formal status report on the Construction Bond Act as part of her monthly report.

## **BUILDING & GROUNDS**

A Building and Grounds report was distributed. Mr. VanRyzin reported there was damage to the roof from the Nor'easter storms which has been repaired.

## **PERSONNEL**

Mr. Schessler reported he met with Mrs. Favreau and Mrs. Easton to revise the job description for the Adult Services Supervisor. He reported Mrs. Favreau has put together language for a position description to be posted as necessary.

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

"Resolved to approve the job description and job ad for the  
Adult Services Supervisor."

## **FMPL**

Mrs. Favreau reported the Friends had a very successful Gala. Mr. Binting asked Mrs. Favreau to send a letter to Mr. Codey, the Borough Administrator, thanking the Public Works Department for their help with clearing the parking lot for the Gala.

## **MUF**

Mrs. Favreau reported the MUF Dinner is tentatively scheduled for May 2.

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported the Technology Committee met on March 2. He reported that Toya Dubin provided the committee with an online demonstration of Hudson Archiving's implementation of the Madison Eagle Digital Archive on Veridian. She demonstrated how the library card based login process will work; although there were issues identified with creating new accounts, they should be resolved soon. Toya created an account for Sue Carter, which she has been able to use.

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

“Resolved to approve the 3D printer policy.”

**SCHOOLS AND TEENS**

No report

**LONG RANGE PLANNING/DEVELOPMENT COMMITTEE**

No report

**OLD BUSINESS**

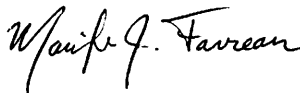
Mrs. Favreau reported Andrew Hennes, the consultant from the vertical life module company, contacted her and would like to look at the library space to make recommendations.

**PUBLIC COMMENT**

None

The meeting was adjourned at 8:52 PM.

Respectfully submitted,



Marilyn Favreau  
Acting Secretary