

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, MAY 8, 2014
7:30 PM**

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

Mr. Binting called the meeting to order at 7:40 PM. Mrs. Forte announced on October 11, 2013 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 2014 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 April 10, 2014 Regular Meeting and the April 10, 2014 Executive Session were presented for consent – accepted as presented.

TREASURER’S REPORT

Mr. Ruckelshaus reviewed the Library’s financial reports through April 2014.

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

“Resolved to approve the May bill list in the amount of \$39,491.94.”

PRESIDENT’S REPORT

Mr. Binting reported the contract with the Picture Book Room architect is still being finalized. He encouraged the Trustees to consider attending the NJ Library Trustee Institute in September. The Trustees agreed to support Touch a Truck by making a donation.

He reported the Borough Council has requested an update on asbestos abatement at the Library. Charts were prepared, by Mr. Ruckelshaus, to explain what has been done along with what still needs to be done. The current philosophy of the Library Board is to remove asbestos when renovation is done or there is an immediate need, something has occurred that has caused a condition to change. TTI will continue to do monitoring. There are outstanding capital ordinances, some of which go back a few years that have funds available to complete some projects.

DIRECTOR'S REPORT

Mrs. Adamczyk reported library closings are affecting statistics. She distributed the May/June newsletter noting that Children's Services Department activities are advertised through other means. Children's Services is very busy getting ready for summer with current programs to be very popular. The Quarterly Report was reviewed.

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

“Resolved to approve to discard a reference stack.”

BUILDING AND GROUNDS

Mr. Binting reported an architect for the redesign of the Lobby area has been approved – paperwork now complete. Mr. VanRyzin will organize a meeting with architect in terms of taking into account original comments from Suzan Globus in her space study. Outdoor furniture for the courtyard will be ordered.

PERSONNEL

Mrs. Forte reported the Personnel Committee will meet to review the job description and begin the hiring process for the position of Adult Services Department Librarian. Mrs. Adamczyk reported interviewing is underway for the PT Program/PR Library Assistant position.

MUF

Mrs. Nesser reported the MUF dinner was well attended. Mr. Binting reported there are some teen programs being held at other libraries that we should consider.

FMPL

Mr. Adamczyk reported Touch-a-Truck planning is going well.

TECHNOLOGY COMMITTEE

Mr. Luber reported Bob Daniher has reimaged all but three staff computers. The performance issue with the website has been fixed. A couple of Chase Room additions have been made. Online scheduling is being looked into; hopefully it will be completed in time for summer. Staff is investigating pricing and functionality of a custom app for smart phones and tablets.

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

None

NEW BUSINESS

Mr. Binting reported he will be absent from the June meeting. Mr. Coultas will preside.

PUBLIC COMMENT

None

The meeting was adjourned at 8:46 PM.

Respectfully submitted,

MaryBeth Forte
Secretary