

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, November 12, 2020**

7:00 PM

Present: Thomas Binting, President, Louise Easton, David Luber, Rachel K. Barry, Thomas Haralampoudis, Kate Bartley, Mayor Robert Conley, Karen Bessin, School Representative, Marilyn Favreau, Library Director, and Mary Fevola, Finance and Administration Manager

Absent: James Schessler

Guests: Pam Hogan, Chair, Friends of the Madison Public Library (“FMPL”) and Corinne Bowen, Library Assistant, Circulation

Mr. Binting called the meeting to order at 7:01 PM. Ms. Easton announced that in accordance with the Open Public Meetings Act, NJSA Title 10 Chapter 4 sections 6-10, and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, and Executive Order 104, ordering all public libraries to close, and Senate Bill 2294, adopted into law which allows public bodies to conduct meetings and provide notice by electronic means during periods of such emergency, the Madison Public Library notified the public that the meeting of the Library Board of Trustees scheduled for November 12, 2020 in the library’s Chase Auditorium will be held electronically only and will begin at 7:00 pm.

The minutes of the October 8, 2020 Regular Meeting of the Board were presented for consent; the minutes were accepted as distributed.

TREASURER’S REPORT

Mr. Luber presented the Treasurer’s Report.

Upon motion of Ms. Easton and seconded by Ms. Bartley, the Board unanimously

“Resolved to approve the November Bill List in the amount of \$35,065.37”

Mr. Luber reviewed the library’s financial reports for the period ended October 31, 2020.

Mr. Luber mentioned the recent 2021 Budget meeting discussion with the Borough. A reduction in the Appropriation from taxes and a \$40,000 reduction in the 391 Technology Appropriation from the Borough present budget challenges. The Finance Committee will meet next week to finalize the 2021 budget to be presented to the Trustees in December.

PRESIDENT’S REPORT

Mr. Binting discussed the Construction Bond award recipients previously distributed by Mrs. Favreau. Madison was not on the list. The second round of grant applications is anticipated for spring 2021 with grants totaling \$40,000,000. Trustees will need to determine

whether or not to reapply with application modifications or fund the project directly. The abatement of the asbestos in the ceilings as it also impacts lighting is the major project and may be reason to resubmit.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report. Physical circulation has improved with Library Link delivery resuming. Courtyard pick up of material remains the popular patron choice over entering the building.

Access to library material is available 7 days a week. Daily courtyard pick up of material is available. The popularity of Sunday pop-up courtyard browsing was expanded to Mondays and in-person visits continue to be available by appointment Tuesday through Saturday. Madison is one of four MAIN libraries open daily. Statistics of library usage continues to indicate more availability than usage. Most other libraries are also reporting reluctance on the part of patrons to enter the buildings. Mayor Conley commented the existing schedule provides a good way to serve the public as the new wave of COVID -19 cases does not permit expanding services at this time. Mr. Luber advised October had the greatest Wi-Fi usage since COVID indicating high usage in the courtyard and patron parking lot. Mr. Luber added, today's news reports indicate a surge in new cases in the state stemming from indoor exposure which will trend towards restricting activities rather than opening up.

Adult and Youth Services continue to schedule virtual programs and staff is exploring ways to safely expand offerings to patrons as the cold weather approaches. Adult Services is considering developing adult craft kits. Ms. Barry offered for staff to reach out to her regarding virtual programming as she is personally spending a good deal of time on this topic.

The library purchased the MAIN beta self-checkout system at a discount cost and soon the library will beta test furniture for the system.

The outdoor program area was delayed by a week of rain. Mr. Bintinger mentioned the concrete picnic tables given to the library by Borough Public Works are being cleaned and refurbished by Mr. Heesemann, the Maintenance Supervisor. The area will be very useful for outdoor programming and will provide additional seating for patrons. The location was chosen because of the availability of electricity.

The status of the outdoor charging station was discussed. Mrs. Favreau is waiting to hear back from the Eagle Scout as caution tape remains around the structure.

In response to the Governor's Executive Order 192, every employee must complete a questionnaire upon arrival to the library. The questionnaire, reviewed by legal counsel, requires staff to answer questions such as temperature and exposure to anyone with COVID. Questionnaires will be kept on file for one year at the attorney's recommendation.

PERSONNEL COMMITTEE

The Personnel Committee agenda was advanced to review the 2021 Holiday Schedule. Mrs. Favreau presented the previously distributed schedule.

Upon motion of Mr. Luber and seconded by Ms. Barry it was unanimously

“Resolved to approve the 2021 Library Closure Dates, with the December amendment”

BUILDING & GROUNDS COMMITTEE

Mr. Binting reviewed the Buildings and Grounds Report.

Topics listed in the report were previously addressed during the President’s and Library Director’s Reports.

TECHNOLOGY COMMITTEE

Mr. Luber presented the Technology Report. Issues with the UniFi Wi-Fi Controller have been ongoing. Mr. Daniher, Library Technology Assistant, is researching options. In order for Mr. Daniher to access the Meraki Router, 2 factor authentication is required. A tablet or iPod Touch for authentication will be purchased for the library.

SCHOOLS AND TEENS

Ms. Bessin began a virtual Friday afternoon Book Club which was surprisingly popular with Middle School students. Consultation with Ms. Skwirut, YS Librarian, regarding book choices has been very helpful. Other projects are in the works and will be discussed with Ms. Skwirut.

FMPL

Ms. Hogan reported the recently held Minicourse on Gothic Art and Architecture was successful. Reviews on the presenter, Dr. Rita Keane, were very positive. FMPL will bring her back for another program. Two Minicourses in each of the winter and spring semesters for a total of 4 sessions will open for registration in 2021. The two winter courses will be Art with Dr. Barbara Tomlinson and Political Science with Dr. Ian Drake and in the spring Music: the Romantic Period with Dr. Robert Butts; the second offering is still being researched. Ms. Hogan will address the many people to thank in her Annual Report. Mrs. Favreau thanked all those involved with the Minicourses with special appreciation to Sylvia Luber for all the work she puts into the Minicourses. Ms. Hogan cited Ms. Luber as the driving force behind the Minicourses with the support of an entire team of volunteers working to organize, advertise and register participants.

Mayor Conley left the meeting at 8:00 pm.

Ms. Hogan reported over \$15,000 has been collected for The Challenge Fundraiser Campaign; the goal remains at \$20,000 for the challenge. As previously advised the annual appeal letters were sent to 5,000 Madison households. Ms. Hogan thanked the trustees of the library, past and present, for their generous donations to this campaign.

Next week, FMPL will hand deliver the \$100,000 capital commitment check payable to the Madison Public Library, Inc. for FMPL's contribution to the Construction Bond project.

MUF/MAIN

MUF – nothing to report.

MAIN –Hunterdon County Library has officially joined MAIN. MAIN's growth will give members more buying power and eventually lower the assessments.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

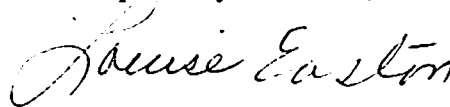
The recent advertisement in the Madison Eagle was mentioned. Ms. Barry offered to help with any public relations articles.

PUBLIC COMMENT

Nothing to report.

The meeting was adjourned at 8:14 PM.

Respectfully submitted,



Louise Easton
Secretary