

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

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

Mr. Binting called the meeting to order at 7:30 PM. Mr. Luber announced that 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 October 13, 2016 Regular and Executive Session were presented for consent – accepted as presented.

TREASURER'S REPORT

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

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

"Resolved to approve the November bill list in the amount of \$35,896.90."

PRESIDENT'S REPORT

Mr. Binting discussed the proposed budgets and salary recommendations for 2017. In December a final budget will be available for Board approval. The five year Capital Budget recommendations from the Building and Grounds Committee were also discussed.

Mr. Binting updated the Trustees on the work of the Search Committee. The committee met and discussed the list of competencies on the survey that was distributed to Board members. This will be useful in preparing a job description. The staff will be completing a similar survey. A job description for the Library Director will be prepared and submitted for approval at the December meeting. The Search committee will review and approve the ad to be used to advertise the job. The expectation is the Search Committee would have the final candidates to present at the February Board meeting to interview. Hopefully a person will be in place before the end of March. Mrs. Adamczyk's last day will be April 30.

DIRECTOR'S REPORT

Mrs. Adamczyk reviewed the monthly statistics reporting circulation is down as compared to 2014. She noted that we can't compare to 2015 due to construction closing. Emergency training will be held next Tuesday. Mrs. Adamczyk, Dan Nazarko and Emily Weisenstein attended a workshop called "Transforming the Stacks," which covered merchandising the collection. The 3rd quarter report was discussed.

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

"Resolved to approve to renew of the loan of the Rushmore Printing Press to the Museum of Early Trades and Crafts."

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

"Resolved to approve the M.A.I.N. Membership Agreement."

BUILDING & GROUNDS

Mrs. Adamczyk reported there is a new Community Service Worker who with a number of hours to available, who will be working under Bruce Heesemann's direction. She reviewed the monthly report: front door thresholds have been ordered, Bruce Heesemann has some ideas for improving the bottom of the pool next spring and Woodland Tree treated the Tuttle Oak. All library items were sold at the Borough auction. There are continued talks about the employee parking lot. The HVAC continues to be tweaked – there continues to be complaints about low temperature in the Library.

PERSONNEL

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

"Resolved to approve a salary increase for Daniel Nazarko."

FMPL

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

"Resolved to approve the serving of liquor at the March 25, 2017 FMPL Gala."

Mr. Bintinger reported the FMPL Annual Appeal letter has been mailed out.

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported the upgrade to the public wireless network is up and running. The network will be managed through a portal on Mr. Daniher's machine. He will be trained on how to pull usage statistics from the portal. ISP access has been reconfigured with staff on FIOS and the public Wifi on Cablevision. The new website is on schedule to be completed by year end. Sue Carter has downloaded all the available Madison Eagle digital files at Recorder Newspapers. The Picture Book Room AV system is now up and running. Emily has already used the video equipment for a program. There was no decision for the MAIN choice of a PC management/wireless printing system. A vote will take place this week. A 3D printer was ordered 3 months ago and it will hopefully be arriving soon.

SCHOOLS AND TEENS

Ms. Reichel gave an overview of how she works with the librarians in the school system and how the libraries are going to be working with them.

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No Report

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

The meeting was adjourned at 8:45 PM.

Respectfully submitted,



David Luber
Secretary