

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, NOVEMBER 13, 2014
7:30 PM**

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

Mr. Binting called the meeting to order at 7:30 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 October 9, 2014 Regular Session were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the library financial reports through October 2014.

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

"Resolved to approve the November bill list in the amount of \$81,554.30."

PRESIDENT'S REPORT

Mr. Binting presented the proposed 2015 budgets. There will be an increase of about \$81,000 in the mandated 1/3 mill minimum for the 390 budget based on the assessed valuation and the Borough proposed budget will include the electric utility subsidy as in 2014. The MPLI Investment Committee has recommended the contribution from the Endowment be retained at the 2014 level since earnings have not been high this year and to help restore the Endowment balances. The Taber bequest will provide \$16,000 toward the 390 budget for history projects. This amount could be supplemented later in the year. The Personnel Committee has authorized an increase of 2% pool for aggregate compensation. The budget line for library materials has been increased for the first time in several years. The Technology Budget (391 budget) request has been increased to reflect the MAIN assessment and provide for technology needs in a potential offsite library during the HVAC project. A 392 Capital (Strategic Planning Projects) expense line item has been added to allow for expenses in developing the alternate site library during the close down for the planned HVAC project. He asked the Trustees to review the budget in order to adopt the budget on a provisional basis at the December meeting.

Mrs. Forte discussed the proposed salary ranges for 2015. She reported the market as well as current employee salaries were considered which resulted in adjustment for the rates for a number of the hourly employees.

The 2014 Accomplishments and 2015 Budget Goals were reviewed. It was suggested that a review of the library schedule particularly evening hours should be included in the goals.

Mayor Conley arrived at 8:15 PM.

DIRECTOR'S REPORT

Mrs. Adamczyk presented the monthly report which reflects an increase in circulation. Highlights included approval by the Borough Council of a four hour parking limit on Keep Street, installation of a color printer, and several successful programs. The 3rd Quarter Report usage statistics were discussed.

BUILDING & GROUNDS

Mr. VanRyzin reported the Firestone roof inspection for an extended warranty has been completed and a report sent to Bob Vogel, Borough Engineer. The baseboard heat upgrade is complete and operational. Teknikon completed regular maintenance and the repairs to the gas meter and outdoor light posts completed.

Fourteen bids were received for the HVAC system project. The bids were higher than expected. The ordinance has \$450,000 set aside based on estimated from the engineering firm. The bids received ranged from \$725,000 - \$1,530,000. Borough officials will have the three lowest bids evaluated.

PERSONNEL

No Report

FMPL

No Report

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported the Technology Committee had a thoughtful presentation from three staff members recommending website changes. Another meeting will be held to discuss these changes. Sue Carter did some background investigation and using open source software is exploring the possibility of making a mobile APP for the Library patrons. Work continues on the file server project and digitized Madison Eagle project.

SCHOOLS AND TEENS

There was a meeting Monday with librarians from Madison public schools. Discussion topics included circulation and summer reading.

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

No report

NEW BUSINESS

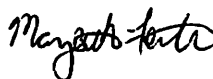
No report

PUBLIC COMMENT

None

The meeting was adjourned at 8:50 PM.

Respectfully submitted,



MaryBeth Forte
Secretary