

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, SEPTEMBER 13, 2018
7:30 PM**

Present: Thomas Binting, President, Louise Easton, David Luber, Gary Ruckelshaus, James Schessler, and Marilyn Favreau, Library Director

Absent: Mayor Robert Conley, Mark DiBiase, Mary Beth Hansbury, William VanRyzin

Mr. Binting called the meeting to order at 7:31 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 July 12, 2018 Regular Meeting and Executive Session were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the Library financial reports through August 2018.

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

"Resolved to approve the August bill list in the amount of \$25,330.67."

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

"Resolved to approve the September bill list in the amount of \$47,262.72"

Mr. Binting reported a meeting was held with the Borough Administrator and Finance Director regarding preliminary issues affecting the Library 2019 budget.

PRESIDENT'S REPORT

Mr. Binting reviewed the Library's 2017 audit report. The report includes Nisivoccia LLP's unqualified opinion on the Library's financial statements based on regulatory basis of accounting. The audit is required by statute to be sent to the Borough. He also reviewed the Library's accompanying transmittal letter to the Borough summarizing the financial results. The report to the Borough also includes the audited financial statements of Madison Public Library, Inc together with comments thereon.

New Jersey Trustee institute is having a program on Planning for Innovation in today's Libraries. If anyone is interested in attending please let Mrs. Favreau know.

DIRECTOR'S REPORT

Mrs. Favreau reported on Circulation Statistics and reviewed her monthly report. Summer reading was very successful. She discussed the Capital Construction Bond Report and the Library Goals report document.

BUILDING & GROUNDS

Mrs. Favreau reviewed the Building and Grounds Report. The major item reported that HVAC issues with the Chase Room unit still exist. A meeting is scheduled with Arcari & Iovino for a review of the project for the renovation of the Library ceiling and lighting.

PERSONNEL

Mr. Schessler reported the Personnel Manual is being updated. Mrs. Favreau will send it electronically to all Board members prior to the October Board meeting for final approval.

A letter was received from the Director of Finance and Administration advising of her retirement on October 31, 2018.

FMPL

Mr. Binting reported a letter was received from Drew University ceasing partnership with Drew Minicourses effective with the courses beginning 2019. The Friends are reviewing the issues with respect to continuing the Minicourses under its sole sponsorship.

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported the Technology Committee met on September 7. The Sonic Wall license expires in June 2019. The Technology Committee recommends the purchase of Meraki 84 router in 2019 for installation before June.

The new staff computers are up and running. There are a few minor issues but everything seems to be working fine.

The cost of technology purchases for 2018 came to just under \$14,000 with a projection of \$10,000 for next year. The committee has requested that Bob Daniher prepare a detailed proposal for 2019 and 2020 for consideration by the Committee.

The Digital Archive is up. A process is needed for rolling it out to the public.

The public color printer has been damaged and has been switched with the staff printer. Some possible alternatives are under investigation.

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

No report

NEW BUSINESS

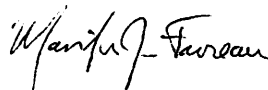
No report

PUBLIC COMMENT

None

The meeting was adjourned at 8:46 PM.

Respectfully submitted,



Marilyn Favreau
Acting Secretary