

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 12, 2013
7:30 PM**

Present: Thomas Binting, presiding, Robert Coultas, Mayor Robert Conley, MaryBeth Forte, David Luber, Dorothy Meaney, 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, 2012 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 2013 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.

Mr. Binting reported the Oath of Office for Pamela Klurfield would not take place as she is unable to serve on the board. A new representative for the Superintendent of Schools is being sought.

The minutes of the July 11, 2013 Regular Meeting were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the Library's financial reports through August 2013. The August bill list was reviewed.

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

"Resolved to approve the September bill list in the amount of \$35,796.85."

PRESIDENT'S REPORT

Mr. Binting reviewed the audit report which will be distributed to the Mayor and Council together with proposed transmittal letter which would be signed by the Director and the Board President.

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

"Resolved to accept the audit report for 2012 prepared by Nisivoccia LLP."

Mr. Binting informed the Board that the Library recently received a letter from JPMorgan, the Trustee of the James Trust and Madison Library Trust of which the Library is the beneficiary. The Trustee is planning on reducing the distribution amount to 2 ½% rate. Mr. Binting consulted with Mr. Paul Lozier, a former member of the Library Board, who had previous discussions with the Trustee, as to a course of action. It was decided to discuss the matter with the Trustee. As a result, the Trusts will increase distribution to 4% but will require the Library to sign an acknowledgement letter regarding the action to the effect that this does not bind them for the future and distributions will be dependent on performance .

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

“Resolved to approve the signing of the JP Morgan agreements regarding the Trusts.”

DIRECTOR’S REPORT

Mrs. Adamczyk reported it was a very active summer. Year to date circulation has increased 8% over 2012 statistics. Suzan Globus, who has been hired to perform a space study, was here and met with the staff. The 2nd quarter report was reviewed. Mrs. Adamczyk and Mr. Binting had a meeting with the attorney regarding Chase Room policies. The Chase Room application is being reworked and will be brought to the Board in October. The Morris County Chapter of the Hearing Loss Association of America has requested the use of the Chase Room and would like to install a hearing loop. The Chapter is willing to assist in funding the installation. This request will be assessed.

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

“Resolved to discard Dell Printer CN-0DK795-73190-7B5-0024.”

BUILDING AND GROUNDS

Mr. VanRyzin reviewed the report of Mr. Knudsen, Library Maintenance Supervisor, which included the principal actions: cleaning out the rented POD in preparation for its return and the installation of the new book/media drop. TTI Environmental performed an air monitoring test with satisfactory results received. Mr. VanRyzin also reviewed the activities regarding the griffin which has been proposed for installation in the Library plaza in anticipation of a spring 2014 installation.

PERSONNEL

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

“Resolved to accept the resignations of Heather Amling and Lonnie Johnson.”

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

“Resolved to approve the hiring of replacement staff prior to the October Board meeting.”

MUF

No report

FMPL

No report

TECHNOLOGY COMMITTEE

Mrs. Carter, Technology Committee member, gave an update on the proposed Madison Eagle digitizing project. The funding is to be requested from the History Fund of MPLI which was established under the will of Mr. Laurence Taber.

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

“Resolved to request support for an ongoing local history digitization project as a valuable resource for the Library’s collection and program of service.”

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No Report

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

The meeting was adjourned at 9:40 PM.

Respectfully submitted,

MaryBeth Forte
Secretary