

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
REGULAR MEETING OF THE BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 11, 2014
7:30 PM**

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

Mr. Binting called the meeting to order at 7:35 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 July 10, 2014 Regular Session were presented for consent – accepted as presented.

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the library financial reports through August 2014. Utility costs were discussed.

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 \$38,268.82."

PRESIDENT'S REPORT

Mr. Binting reviewed the December 31, 2013 audit report from Nisivoccia LLP. A meeting was held with Borough Administrator Ray Codey and Assistant Administrator Jim Burnett to discuss the 2015 budget. A reception is being planned to honor the Friends of the Library as well as Touch a Truck sponsors and donors of the Griffen. It is tentatively scheduled for October. Dorothy Meaney has resigned from the Board of Trustees, so Mr. Binting asked that names of candidates for the open position be given to Nancy or himself.

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

"Resolved to approve the draft transmittal letter and delivery of audits to the Mayor and Council."

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

“Resolved to serve wine at the sponsors party.”

DIRECTOR’S REPORT

Mrs. Adamczyk reviewed the monthly report indicating that August circulation has been steady. Highlights of the month included a very successful Touch a Truck sponsored by the Friends of the Library. Cassidy Charles, our new Adult Services Department Librarian, began work late in August. The 2nd Quarter Report was also reviewed.

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

“Resolved to authorize the signing of the MAIN, Inc. Membership Agreement .”

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

“Resolved to approve the revised Exhibit Policy.”
Mr. Ruckelshaus abstained

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

“Resolved to approve the revised Photography Release Form.”

BUILDING & GROUNDS

Mr. VanRyzin reported on equipment that has needed maintenance, including several issues with the HVAC system, fire door chains were replaced. Teknikon has almost completed its work on the baseboard heat. A meeting was held with EI architects regarding the lobby renovation. HVAC bid packages are relatively complete and should be ready next week. The paving that was done during the summer months worked out well.

PERSONNEL

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

“Resolved to approve the ratification of hiring Cassidy Charles as a full time reference librarian.”

FMPL

No Report

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported digitization of the Madison Eagle has been completed 1877 - 1955 and 2010- mid 2013. We have an estimate complete through 1962 and the committee has recommended proceeding. A letter of agreement with Liz Parker, Recorder Newspaper owner, regarding restrictions and limitations has been prepared. On line program registration was implemented by the Children's Services Department for the summer which worked fine from the end user standpoint. There are some internal issues which will be worked on. The current voice mail system will be replaced with a refurbished one.

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 9:02 PM.

Respectfully submitted,



MaryBeth Forte
Secretary