

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, DECEMBER 10, 2015
7:30 PM**

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

Mr. Binting called the meeting to order at 7:32 PM. Mr. Luber announced on October 11, 2014 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 2015 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 November 16, 2015 Regular Session were presented for consent – accepted as presented.

TREASURER’S REPORT

Mr. Ruckelshaus reviewed the library financial reports through November 2015.

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

“Resolved to approve the December bill list in the amount of \$32,019.53.”

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

“Resolved to authorize year end bill payments not to exceed \$20,000.”

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

“Resolved to approved the transfer of \$4,000 from 0400 Services to 0100 Salaries and transfer \$20,000 from 0400 Supplies to 392 Capital.”

PRESIDENT’S REPORT

Mr. Binting discussed the 2016 proposed budget.

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

“Resolved to approve the 2016 proposed salary ranges.”

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

“Resolved to authorize tentative approval of the 2016 budget subject to the final determination and approval by the Borough Council.”

DIRECTOR’S REPORT

Mrs. Adamczyk reported the building was closed for much of November for completion of the HVAC project. There was a leak in the Chase Auditorium which caused the fire alarm panel to be destroyed. There was a final inspection Thanksgiving week which allowed staff to be back in the building. The staff worked hard and the building was open to the public on Tuesday, November 24. As a consequence there was little circulation and no programming in November. The 3rd quarter report was distributed.

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

“Resolved to approve the M.A.I.N membership agreement for 2016.”

BUILDING & GROUNDS

Mr. VanRyzin gave an update on the HVAC project and reported there was a meeting with the Borough Administrator and Borough Engineer to review the extensive punch list items. A meeting was held with Craig Erezuma, the architect working on the Picture Book Room. Three options for ceiling and lighting improvements were presented and the Building and Grounds Committee reviewed and selected an option.

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

“Resolved to authorize up to \$6,000 to purchase shelving to support the circulation desk and storage area.”

PERSONNEL

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

“Resolved to approve the change in position to Program Assistant and the hourly compensation of Jeffrey Payton and to move forward with the retention of a full time Librarian within the salary scale pending a successful background check.”

FMPL

Mrs. Adamczyk reported the Toto family is being honored at the Friends’ Annual Gala. Touch a Truck will be held on July 30 and their Annual Meeting is January 11, 2016. Sylvia Luber is scheduled to be the new Chairperson. There has been a request for the Friends to transfer the funds for the Picture Book Room. Frank Benedict would like administrative support for the Drew Minicourses.

MUF

No report

Mayor Conley left at 8:15 PM.

TECHNOLOGY COMMITTEE

Mr. Luber reported Library mock ups will be received shortly from the website designer and the Technology Committee will have a meeting in January.

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

Mr. Binting reported once the current building projects are completed the other outstanding projects will be reviewed to determine the sequential order.

OLD BUSINESS

No report

NEW BUSINESS

No report

PUBLIC COMMENT

None

The meeting was adjourned at 8:28 PM.

Respectfully submitted,

David Luber
Secretary