

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, JANUARY 11, 2018
7:30 PM

Present: Thomas Binting, President, Mayor Robert Conley, Louise Easton,
Mary Beth Hansbury, David Luber, Gary Ruckelshaus, James Schessler,
William VanRyzin and Marilyn Favreau, Library Director
Absent: Mark Schwarz, Superintendent of Schools

Mr. Binting called the meeting to order at 7:35 PM. Ms. Hansbury 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.

Mayor Conley administered the Oath of Office to Gary Ruckelshaus.

The minutes of the December 14, 2017 Regular Meeting were presented for consent – accepted with one correction.

Upon the motion of Mr. Schessler and seconded by Mayor Conley, it was unanimously

"Resolved to elect the following officers"
President – Thomas Binting
Vice President – David Luber
Secretary – Mary Beth Hansbury
Treasurer – Gary Ruckelshaus

Upon the motion of Mr. Schessler and seconded by Mayor Conley, it was unanimously

"Resolved to accept the working committee appointments (see attached).

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

"Resolved to approve the annual resolutions" (see attached).

TREASURER'S REPORT

Mr. Ruckelshaus reviewed the library financial reports through December 2017.

Upon the motion of Mr. Ruckelshaus and seconded by Mayor Conley, it was unanimously

“Resolved to approve the January bill list in the amount of \$40,300.03.”

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

“Resolved to approve the December bill list addendum in the amount of \$1,653.94”

Upon the motion of Mr. Ruckelshaus and seconded by Mayor Conley, it was unanimously

“Resolved to approve to transfer in the Library Budget for 2017 of \$26,000 from Account 0500 - Statutory to Account 0100 - Personnel.”

Mayor Conley left the meeting at 7:50 PM.

PRESIDENT’S REPORT

Mr. Binting reflected on the accomplishments and events of 2017 and discussed challenges for 2018.

2017- It was a year of continuing the projects we talked about on January 2017 but with a significant event occurring in the November election which established a \$125 million bond issue to support Library updates using a 50/50 approach for grants. I will talk later about this. Events occurring in 2017 that I would like highlight follow:

Personnel:

1. The Search Committee was able to lead us to a successful change in the Library Director position. In April, we appointed Lynn Favreau as our new director. She has been hard at work in getting her feet on the ground and ready for an exciting 2018. At the same time we said good bye to Nancy Adamczyk as a Library Director/Employee after 46 years. We had several celebrations as we bid her farewell.

2. We had minimal turnover in the staff. We hired a new Librarian, Paige Briglia to replace Cassidy Charles who resigned to move to the west coast. In our part time staff we had only 1 that I recall with the hiring of the part time Maintenance staff person – Joe Danscak.

Physical Plant:

1. We completed the installation of the monitor over the circulation desk which will allow the highlighting of programs etc. for our patrons as they enter the Library or checking out materials.

2. Our Children’s Picture Book Room was completed with a ribbon cutting in February after the installation of shelving and furniture. It is a wonderful area which can

accommodate programming using hi-tech projection equipment.

3. We retained Alex Cohen to help us analyze our interior spaces to help us think about our use of space.

4. In the grounds area, we redesigned the area between the Library and the Chase Room to widen the approach to the Library and enhance the existing lighting. We give credit to Bruce, our Maintenance supervisor, for the design, working with Joe Caruso.

Other:

1. We, with the financial support of MPLI, have undertaken a joint project with the Historical Society to update the Madison Heritage Trail. A lot has happened since the original publication in 1985.

Looking Forward to 2018:

1. We will be embarking on a major plan to update the library as contemplated by our Strategic Plan to refresh the Library. With the passage of the State Bond issue of \$125 million which provides for a 50/50 support for projects has caused us to accelerate our work. With the assistance of the Borough, we are working on a planned submission for this spring. While the guidelines have not yet been published, we believe it is critical to be an early submitter with “shovel ready” plans. This will require the dedication of the Library staff and especially our Building and Grounds Committee in conjunction with the Borough engineer.

Upon the motion of Mr. VanRyzin and seconded by Ms. Hansbury, it was unanimously

“Resolved to approve the recommendation to the Borough of Madison for the architectural services from Arcari Iovino in the amount of \$56,500, for the design of the ceiling and lighting work to be done.”

DIRECTOR’S REPORT

Mrs. Favreau discussed circulation statistics, comparing 2016 to 2017. New displays seem to be helping circulation. Diane Freda is celebrating 35 years with the Library. Inter library loan is being moved from the back vestibule into the Tech Services area to provide additional work space and a more comfortable location.

BUILDING & GROUNDS

Mr. VanRyzin discussed Bruce Heesemann’s monthly report.

PERSONNEL

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

“Resolved to approve the restoration of Dawn Amelia to a full time employee as Director of Finance and Administration.”

FMPL

Mrs. Favreau reported the Friends held their annual meeting.

MUF

No report

TECHNOLOGY COMMITTEE

Mr. Luber reported the Technology Committee met last week. The staff drafted a policy statement for the 3D printer which is currently under review by members of the Technology Committee. It will be discussed at the January 18 Technology meeting and will be presented to the Board in February. The process for the 3D printer will be that patrons will submit a completed printing request form at the reference desk or remotely by email with the print file. Printing will be done only by members of the Library staff. Reference desk personnel who are not trained on the use of the printer will have some minimal training in order to answer questions and to ensure that the request form is properly filled out.

Hudson Archival has begun the process of loading the Library's digital Madison Eagle archive on the Veridian platform. The archive will be hosted on a Hudson server. The plan is to make the database available to our patrons (only) via a link on the Library's website. Patrons will require a valid Madison Library (card) ID. Hudson has requested guidance on the wording that will appear on the archive home page. The Technology Committee will be working on a proposal, which will likely then require legal review.

SCHOOLS AND TEENS

No report

LONG RANGE PLANNING/DEVELOPMENT COMMITTEE

No report

OLD BUSINESS

No report

NEW BUSINESS

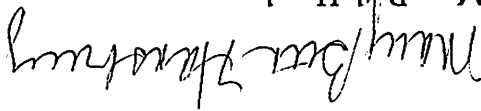
No report

PUBLIC COMMENT

None

The meeting was adjourned at 8:42 PM.

Respectfully submitted,



Mary Beth Hansbury

Secretary