

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, June 10, 2021**

7:00 PM

Present: Thomas Binting, President, James Schessler, David Luber, Louise Easton, Rachel K. Barry, Thomas Haralampoudis, Kate Bartley, Karen Bessin, School Representative, Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

Absent: Mayor Robert Conley

Guests: Marjorie Ticknor, Adult Services Librarian

Mr. Schessler chaired the meeting and called the meeting to order at 7:01 pm. Mrs. Favreau announced that in accordance with the Open Public Meetings Act, NJSA Title 10 Chapter 4 sections 6-10, and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, and Executive Order 104, ordering all public libraries to close, and Senate Bill 2294, adopted into law which allows public bodies to conduct meetings and provide notice by electronic means during periods of such emergency, the Madison Public Library notified the public that the meeting of the Library Board of Trustees scheduled for June 10, 2021 in the library's Chase Auditorium will be held electronically only and will begin at 7:00 pm.

The minutes of the May 13, 2021 Regular Meeting of the Board were presented for consent and accepted as distributed.

TREASURER'S REPORT

Mr. Luber presented the Treasurer's Report.

The June 2021 Bill List was reviewed.

Upon motion of Ms. Bartley and seconded by Mr. Haralampoudis the Board unanimously

"Resolved to approve the June Bill List in the amount of \$30,054.69"

The Library's financial reports for the period ended May 31, 2021 were reviewed. Mr. Luber advised the Borough will begin in 2022 to charge the library for insurance costs which the Borough has graciously paid in the past.

PRESIDENT'S REPORT

Nothing to report.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report.

Circulation continues a strong trend and is anticipated to return to pre-COVID figures. Non-digital is approximately 65% of 2019 numbers. The library opened with normal summer hours as of June 1st. Courtyard browsing was discontinued; however, patrons continue to express interest in browsing the collection outdoors. Pop up opportunities will be considered through the summer but probably will not return until the fall when there is less humidity.

Along with resuming summer hours on June 1st, fines were reinstated since material is no longer quarantined. Seating was returned to the library following the Governor's announcement lifting face masks and social distancing requirements effective May 28. Computers are available without appointments. The library is strongly encouraging staff and patrons to wear masks indoors.

A mockup of the new website homepage was included in the Board packet. In response to continued problems with the current website, the web developer has moved up the library's timeline.

The outdoor programming area has been successfully put to use prior to the Summer Reading Program. A soft registration launch for Summer Reading will begin next week. The children's programs have been scheduled for outdoors but with the reopening of the Chase Room, programs can move indoors in inclement weather. Adult programming was scheduled virtually well in advance of the Governor's Executive Order and is planned to continue virtually.

The second round of the NJ Construction Bond grant was submitted on June 2nd prior to the June 4th deadline. Following advice of the library's architect and a suggestion from the Borough's roof architect a repair grant application was filed. Half of the estimated \$1,827,948 repair cost was requested. The library and the Borough will equally share the remaining 50% of the repair expense. The Borough will absorb the expense of a new roof and the library will pay for the additional interior construction costs not covered by the grant funding. We plan to complete our entire project as originally designed, but only requested funding for upgrading the front entrance and lobby restrooms for handicapped accessibility and for asbestos abatement with ceiling and lighting replacement. Planning for the construction closure and where to relocate departments, collections and programs is currently underway.

BUILDING & GROUNDS

Mr. Schessler reported the roof requires constant attention to clear leaves and debris clogging the gutters and causing interior leaks. The fountain pump start up revealed a leak in the pump pipe that was addressed by a licensed plumber, replacement of the bricks around the fountain head and sunken pavers to be repaired. Mr. Heesemann has removed an exterior sign that was damaged several months ago by a motor vehicle. The swale also requires continuous attention and was cut back. Mrs. Favreau thanked the Borough for being instrumental in the removal of a dead tree threatening the power lines.

PERSONNEL

Nothing to report.

TECHNOLOGY COMMITTEE

Launch of the new website is expected in a few weeks. A meeting was held today with the website developer to review designs for the secondary pages and functionality has been verified by staff.

Due to the COVID-19 pandemic technology purchases were suspended to avoid losing over a year of warranty. The Technology Committee along with Supervisors met on June 8th to discuss a new replacement strategy for computers. All staff computers with the exception of 2 are under MAIN support; however most public computers are no longer eligible for MAIN support due to MAIN's new rules regarding reimaging. Mr. Daniher proposed replacing one third of required public computers in each of the 3 years beginning in 2021. A detailed plan will be presented to the Committee for discussion at the end of June.

As reported at the last meeting, Computer Sharp performed the necessary firmware updates to the wireless equipment with no issues on Monday, May 24th.

SCHOOLS AND TEENS

Ms. Bessin reported the schools are wrapping up a very interesting and challenging year and thanked the library for their support with all the iterations presented by COVID-19 during the school year. The elementary and junior school will include mention of the library's summer reading program in their newsletters.

The hiring of an additional librarian will increase the number of librarians from 2 to 3 librarians for the 5 schools which will make the upcoming school year a bit more normal.

FMPL

Mr. Lubber reported for FMPL. Minicourses continue and are scheduled to continue virtually in the fall. The current course on Rock & Roll and the Sixties, is presented by

Dr. James Carter. Janet Foster will be doing a summer course on American Architectural History and Materials. Mrs. Favreau added that the Chase Room is reserved as a precaution should in person courses be decided for the fall. Some courses are being recorded with YouTube links.

MUF/MAIN

MAIN hired someone to analyze hybrid programs and the required equipment needed to expand programming capabilities.

Trustee training opportunity is available. Mrs. Favreau is registered and asked any trustee interested to contact her. Also, MAIN is running focus groups for the future direction of MAIN if any trustee is interested in participating.

POLICY COMMITTEE

Nothing to report.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

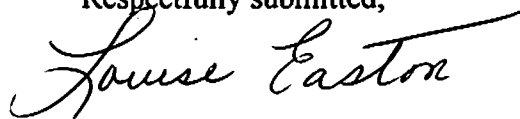
Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned at 7:42 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Louise Easton". The signature is written in black ink and is positioned above the printed name and title.

Louise Easton
Secretary