

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, June 9, 2022**

7:30 PM

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

Guests: Pam Hogan, Chair/President of the Friends of the Madison Public Library (FMPL) and Farley Moran, Director Madison Public Library, Inc. (telephonically)

Absent: JoAnne McCarthy and Mayor Robert Conley

Mr. Binting called the meeting to order at 7:34 PM. Ms. Easton announced that on November 18, 2021 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 2022 was posted and shall remain posted throughout the year on the official Library Bulletin Board. Notice was also mailed to the Madison Eagle, to the Daily Record, and hand delivered to the Borough Administrator. On June 3, 2022, proper notice was further posted and mailed, notifying members of the public the meeting scheduled for June 9, 2022 at 7:30 pm will be held in person at the library's Chase Auditorium with the option of electronic participation using the published Zoom link.

The minutes of the May 12, 2022 Regular Meeting of the Board were presented for consent and approved as distributed.

PRESIDENT'S REPORT

Nothing to Report.

TREASURER'S REPORT

Mr. Luber reviewed the June 2022 Bill List. Mention was made of payments for Museum Passes, funded by the FMPL, annual maintenance of the Madison digital archive and various vendors for the Summer Reading Program.

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

"Resolved to approve the June Bill List in the amount of \$38,026.05"

Mr. Luber reviewed the Library's financial reports for the period ended May 31, 2022.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report. Programs continue to do well, Adult Programs remain virtual and Youth Programs are mostly outdoors. Summer Reading sign up begins Monday, June 13, 2022 with a launch party scheduled for June 21st. This year's theme is "Oceans of Possibilities".

Staff continues to be careful since COVID is still an issue. Rather than closing for ½ day staff training as originally planned, employees individually viewed a patron interaction webinar with discussion held at today's Staff Meeting. Employees are requesting further training for safety concerns.

There are no updates from the State Librarian for the construction grant. Work on the architect's professional services contract continues. The rental quote received from the Diocese of Paterson is too expensive. Discussion was held regarding a counter offer, searching for alternate temporary locations or the use of trailers. Staff is working to clean out storage areas in preparation for closure. The Borough Engineer and potential roof contractors did a roof walk this week. At least 3 bids to replace the roof are expected.

Circulation continues to improve; statistics are 30% higher than this time last year. As a result of the Aspen discovery layer linking patron catalog searches to Hoopla and soon Kanopy, digital circulation remains above pre-pandemic levels. A small decline from pandemic statistics is noted due to in person use of the library resuming.

BUILDING & GROUNDS COMMITTEE

Mr. Bintinger directed the Board to the Buildings and Grounds report distributed with the Board packet.

PERSONNEL COMMITTEE

Mr. Schessler reported the resignation of a part time Circulation staff member. The advertisement to fill the position was simultaneously posted internally and externally due to the timing of the resignation and increased vacations at this time of year. Mr. Schessler requested a motion to fill the position.

Upon motion of Ms. Easton and seconded by Mr. Haralampoudis it was unanimously

"Resolved to fill the position of Circulation Library Assistant PT"

Mrs. Favreau mentioned the change to the Staff Training Day was addressed in her earlier report.

POLICY COMMITTEE

Ms. Bartley reported the internet policy was deferred to the July Committee meeting.

The Board complimented the Committee on the format adopted for Policies.

TECHNOLOGY COMMITTEE

Mr. Luber reported the Technology Committee met on May 17th to discuss 2022 purchases as detailed in the Long-term Technology Plan. The original decision to postpone acquisition of 4 public PCs due to the impending construction project was reversed since construction is delayed until 2023. Mr. Daniher, Library Technology Assistant, recommended the 4 new PCs be purchased as the library will now most likely have to postpone the 7 replacement PCs scheduled for purchase in 2023. Mr. Daniher reported a savings of approximately \$3,500 by ordering the 4 desktop PCs and 3 staff receipt printers directly from vendors. Equipment delivery is expected in July and August, respectively.

Network equipment for the anticipated relocation to Bayley Ellard – switches and the dedicated rack were ordered due to supply chain issues. Although the switches are needed for offsite relocation and upon return to the building after construction, the dedicated rack was needed for the Bayley Ellard location which is currently unaffordable. The rack may be useful once a new location is identified. Mr. Daniher is waiting for a cost quote for Wireless Access Points also needed for relocation and upon return to the building after construction.

SCHOOLS AND TEENS

Ms. Bessin reported the Community Classics collection from donated books continues to be successful. Having the books visible and school work winding down has allowed students to browse. Students are voluntarily choosing literature to read over the summer. The lightly used test prep material is also successful and very quickly checked out by students.

FMPL

Pam Hogan reminded the Board Touch-A-Truck is scheduled for July 30, 2022. Over one thousand flyers were sent out to pre-schools and an electronic copy of the flyer was sent through the school system. The event was also promoted at the Farmer's Market today. Adult and young adult volunteers are needed and actively being recruited. To date \$7,000 has been received in contributions and pledges; the goal is \$10,000. Mr. Bintinger commented that the Library Board of Trustees as a group historically has donated to this event at the \$1,000 level. He suggested that Trustees “consider an individual contribution of \$100 or a contribution that you decide to give” and a combined contribution would be delivered to the Friends. Ms. Hogan thanked the Board for their support.

The Annual Benefit held on May 21st was a huge success. Search for a venue for the 2023 Benefit is currently underway as the library will be closed for construction at that time.

MUF/MAIN

Nothing to report.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:30 PM.

Respectfully submitted,



Louise Easton