

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, October 13, 2022**

7:30 PM

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

Absent: Mayor Robert Conley

Mr. Binting called the meeting to order at 7:33 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 October 10, 2022, proper notice was further posted and mailed, notifying the public that the meeting of the Library Board of Trustees scheduled for October 13, 2022 in the library's Chase Auditorium will be held in-person, with the option of electronic participation, beginning at 7:30 pm. Members of the public who wish to participate in the meeting may do so in-person or by joining the meeting using the published Zoom link.

The minutes of the September 8, 2022 Regular Meeting of the Board were presented for consent. Upon motion of Ms. McCarthy and seconded by Ms. Bartley the minutes were unanimously accepted as distributed.

PRESIDENT'S REPORT

Mr. Binting reviewed the previously distributed 2021 independent audit report. The audit includes Nisivoccia LLP's Unqualified Opinion on the Regulatory Basis of Accounting on the Library's Financial Statements and a separate letter to the Mayor and Governing Body of the Library covering information related to the audit. No significant difficulties in performing the audit were encountered. The audit is required by statute to be sent annually to the Borough Council Members, Mayor, Administrator and Chief Financial Officer. The library's financial condition is very good and resulted in an additional \$225,000 transfer to capital for a total of \$900,000 set aside for pending construction.

Mr. Binting requested a motion to accept the audit.

Upon motion of Mr. Luber and seconded by Ms. Easton, the Board unanimously

"Resolved to accept the 2021 audit as presented"

The audit along with a cover letter and Transmittal Report will be delivered to the Borough next week.

TREASURER'S REPORT

Mr. Luber reviewed the October 2022 Bill List.

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

“Resolved to approve the October Bill List in the amount of \$39,269.43”

Mr. Luber reviewed the Library's financial reports for the period ended September 30, 2022.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report. The start of the school year increased activity at the library. Students, tutors and demand for study rooms have all increased. Attendance at programs for all ages is very strong.

Staff attended The Madison Chatham Cultural and Diversity Festival in September and will be at the rescheduled Bottle Hill Day on October 15th.

The State Library returned the fully executed Construction Bond Grant; the effective date is September 30, 2022. The library has 18 months to use the grant funding, an extension can be applied for if there are unavoidable delays.

The Executive Board met with the members of the architect and environmental abatement firms to determine moving forward and scheduling on site visits to the library. Timeliness is essential in order for bid documents to be prepared before contractors fill their summer schedules with other projects utilizing their bonding limits. Movers will be invited to estimate the library's moving and storage needs and provide cost quotes. The roof resurfacing project continues to move forward with a target completion date of Thanksgiving time, weather permitting.

One third of a mil appropriation was published in early October. Budget 2023 will be presented to and discussed with Borough Administration on October 19th.

Circulation continues to grow and the gap between 2019 pre-pandemic and current statistics for non-digital items has narrowed to slightly under 14%. Museum Passes are a patron favorite and reservations are now available online at the library's website using Museum Key software. In-person crafts returned to the library this month. Mrs. Favreau complimented Adult Services Librarian, Danielle Bergen, with developing and planning the recent extremely successful Madison Historical Society's 100th anniversary program. The Youth Services Supervisor attended Back to School Nights in Madison and received a warm welcome.

BUILDING & GROUNDS COMMITTEE

Mrs. Favreau directed the Board to the Buildings and Grounds report distributed with the Board packet and mentioned the damaged ground under the fountain due to a suspected leak. A surveyor was recently hired to place permanent markers on library grounds bordering residential properties.

PERSONNEL COMMITTEE

Mr. Schessler reported the 2023 Salaries are being reviewed in conjunction with the Finance Committee and Borough in connection with the annual budget preparation for 2023.

POLICY COMMITTEE

Ms. Bartley presented the Internet and Computer Policy. The Policy is posted on all public computers.

Upon motion of Ms. McCarthy and seconded by Mr. Luber the Board unanimously

“Resolved to approve the Internet and Computer Policy”

TECHNOLOGY COMMITTEE

Mr. Luber reported the final three receipt printers installed today by Main. All nine receipt printers are now under full Main support for the InterLibrary Loan system. Although foot traffic at the library has increased, surprisingly overall WiFi usage continues to remain around 50% of pre-COVID statistics.

SCHOOLS AND TEENS

Ms. Bessin reported having a library staff member present at Back to School night was helpful and resulted in meaningful interaction with the parents. An after school visit at the junior school library is scheduled for November. This is an opportunity for students to see resources available to them at the high school. Interest in audio books among the students is growing. A previous public library subscription to audible books is no longer available to the schools however student access to audible books with a public library card offers an occasion to collaborate with the library and demonstrate accessing audio books.

FMPL

Ms. McCarthy advised the Friends of the Madison Public Library is planning a holiday event in December and is soliciting nominations for officers including the Treasurer's position. The current Treasurer is moving.

MUF/Main Library Alliance

Mrs. Favreau advised MUF may schedule a meeting for directors to meet as there are 3 new directors at MUF libraries.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

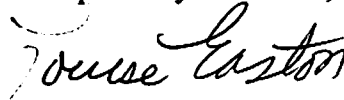
Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:56 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Louise Easton".

Louise Easton