

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, April 13, 2023
7:30 PM

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

Absent: Mayor Robert Conley

Guest: Corinne Bowen, Supervisor Circulation and ILL (Zoom)

Mr. Binting called the meeting to order at 7:30 PM. Ms. Easton announced in compliance with the "Open Public Meetings Act," proper notice of this meeting and all Library Board meetings for the year 2023 was made. Proper notice was further posted and mailed on April 7, 2023 notifying the public that the meeting of the Library Board of Trustees scheduled for April 13, 2023 will be held in person beginning at 7:30 pm in the Chase Auditorium with the option of electronic participation using the published Zoom link.

The minutes of the March 9, 2023 Meeting of the Board were presented for consent. The Board unanimously accepted the minutes as distributed.

PRESIDENT'S REPORT

Mr. Binting advised the construction project is progressing. Based on e-mails between the architect and the Borough, bids are expected to be published around April 27th. Tours for interested bidders will be held in early May with the bid opening period beginning June 8th and an award made by July 1. Thereafter, the contractor has 150 days to complete construction. If all goes as scheduled, the project should be completed year end.

TREASURER'S REPORT

Mr. Luber reviewed the April 2023 Bill List.

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

"Resolved to approve the April Bill List in the amount of \$41,660.22"

Mr. Luber reviewed the Library's financial reports for the period ended March 31, 2023.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report. Tuesdays and Wednesdays after school continue to be extremely busy due mostly to tutoring. Staff is considering setting up temporary tables and chairs to accommodate patrons. Continuing this service during construction at alternate municipal locations, to be supervised by a librarian, is being explored. Upward trends continue in programming, circulation and foot traffic. Circulation statistics particularly for museum passes, videos, Wonder Books and the Discovery collection continue to climb. The Teen Advisory Group has resumed and will begin to offer teen volunteer opportunities guided by Youth Services Librarians.

Regarding our digital collection, the budget threshold set by the Library for Cost per Circulation (CPC) is consistently met early in the month. Expenses and digital circulation would be much higher if not for the budgetary restraints on this collection. Youth Services' Charlotte's Web reading program and display was successful. A happy prize winner took home a plush, stuffed pig pillow.

In addition to the President's update on construction, the only remaining item for the roof to be completed is the installation of the metal copings which are being manufactured. The interior designer will try to have a visual display available for the Friends Annual Benefit on April 22. The Library may need to close for a short time prior to construction to facilitate the moving of technology, staff and collections to the Chase Room.

BUILDING & GROUNDS COMMITTEE

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

PERSONNEL COMMITTEE

Nothing to report.

POLICY COMMITTEE

Ms. Bartley mentioned minor, last minute updates were made to the previously distributed Unattended Children Policy. The revision was distributed to the Board.

Upon motion of Mr. Schessler and seconded by Mr. Riopel, the Board unanimously

“Resolved to approve the updated Unattended Children Policy”

TECHNOLOGY COMMITTEE

Mr. Luber reminded the Board the laptops mentioned at the last meeting were ordered; delivery to Main is expected next week. Main will configure the laptops in May and install/deliver equipment in June.

The server room was reconfigured to reinstate the separate locations within the room for Borough, Board of Education and Library equipment. The contract with NJ Edge for internet connectivity and access expiring on August 1, 2023 was renegotiated at a favorable reduced rate for the next three years of \$39,600 from \$64,164. The Library donated a wall mounted, lockable server/hardware cabinet to the Borough. The cabinet had been purchased in anticipation of an off-site location during construction and cannot be returned. Since the off-site location is no longer viable, the Library will not be able to use it but the Borough will.

SCHOOLS AND TEENS

Ms. Bessin advised the March Junior School Afterschool Hangout saw good student turnout and interaction. As mentioned in the Director's Report, video games, crafts and Sphero robots were set up by a Youth Services librarian. Attendance at this hangout shifted from 6th graders to 7th and 8th graders. Students are very busy with activities on Wednesdays and Thursdays in April which will impact attendance at the hangout scheduled this month.

Unused snow days will be added to the Memorial Day weekend resulting in school closure of almost a week impacting AP students who were scheduled to view Macbeth in school. Students will be required to view the Royal Shakespeare version of Macbeth independently. Free options available to students through the Library include Kanopy and 9 DVD copies in the Main consortium which could be delivered to the Library for students to access during the break. Ms. Bessin thanked the Library for delivering the books on the recent Junior School special reading list.

Jayde Valosin, Youth Services Librarian is scheduling an Exam Cram at the Library. Ms. Bessin suggested due to students' participation in after school sports it may be best to schedule sessions in the evenings after 5pm or on weekends.

High School student volunteer hours was discussed. Tutoring for elementary school grades is preferred and will be supervised by librarians.

June will be Ms. Bessin's last meeting as she is relocating to Japan. On behalf of the Board, Mr. Binting thanked and complimented Ms. Bessin for her outstanding participation as School Representative. A media specialist would be a desirable replacement for her Board position.

FMPL (FRIENDS OF THE MADISON PUBLIC LIBRARY)

Mr. Binting encouraged everyone to attend the Friends' Annual Benefit planned for April 22nd at Grace Church honoring Peggy Oakes.

MUF/Main Library Alliance (Main)

Mrs. Favreau reported Main voted today to accept New Providence Memorial Library as a Main member. Transition will take place over the summer. Berkeley Heights and Summit libraries are the only 2 MUF members not Main members.

No update on MUF dinner plans.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

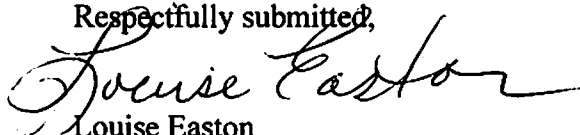
Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:30 PM

Respectfully submitted,



Louise Easton
Secretary