

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, May 11, 2023**

7:30 PM

Present: David Luber (Zoom), James Schessler, Louise Easton, Kate Bartley, JoAnne McCarthy (Zoom), Joseph Riopel, Maureen Byrne, Mayor's Alternate, Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

Absent: Thomas Binting, President, Karen Bessin, School Representative

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

Mr. Schessler 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 May 5, 2023 notifying the public that the meeting of the Library Board of Trustees scheduled for May 11, 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 April 13, 2023 Meeting of the Board were presented for consent. The Board unanimously accepted the minutes as distributed.

PRESIDENT'S REPORT

Mr. Schessler welcomed Maureen Byrne who was appointed as Alternate to the Mayor at the April 26, 2023 Borough Council meeting, with a one-year term ending December 31, 2023.

TREASURER'S REPORT

Mr. Luber reviewed the May 2023 Bill List and thanked the Friends of the Madison Public Library (FMPL) for their gift of Museum Passes. Several pass renewals appear on the Bill List. Dell warranties for the recently purchased laptops are included as an estimate.

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

"Resolved to approve the May Bill List in the amount of \$39,644.32"

Mr. Luber advised the Borough adopted their final budget. As a result, the Board can adopt the Library's 2023 budget as final; interim approval was passed at the December 2022 Board meeting. Revisions to Insurance and Salary Related expenses were noted, with no change to the overall budget.

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

"Resolved to approve the budget for 2023 as listed on the Profit and Loss Statement for the period January through December 2023"

Mr. Luber reviewed the Library's financial reports for the period ended April 30, 2023.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report noting continued robust use of space with increased usage of outside due to warmer weather. Summer Reading kickoff is scheduled for June 20th.

Construction plans went out to bid on April 27th. Walk thru of the Library for prospective bidders was May 4th and had a good turnout. Roughly 30 packets were picked up at the Borough. The Bid opening is scheduled for June 8th. If a contract is awarded we hope to begin construction in August. Most office functions and ILL services will be relocated to the Chase Room. Cabling and electricity upgrades are being done. Trailers for small collections and programming will be in the patron parking lot.

The FMPL Annual Benefit was a huge success and well attended.

Despite the large amount of rainfall, Madison Green and Clean Day was supported by a remarkable number of volunteers from the Madison Rotary and teenagers to spruce up the Library grounds. Mrs. Favreau will send a thank you note to the Rotary on behalf of the Board.

Circulation was up by 13% over last year. Foot traffic, circulation of the Discovery collection, video games and Museum Passes continue an upward trend. As mentioned previously the Teen Advisory Group has resumed; forms for teen volunteer opportunities are now on the Library's website. The first Story walk, reading the pages of a book displayed in the windows of various town stores, came to a close. Future Story walks are planned. Suggestion was made to develop a method to measure participation and have a prize(s).

Adult virtual programming continues with success due to the variety of programs offered. The Library continues to be crowded for tutoring during after school hours. Electronic books are continuing to reach the Library's budget limit of 2,000 checkouts very early each month. Main is currently investigating electronic access of the Wall Street Journal or New York Times for patrons since the electronic platform previously used is no longer under contract with Main.

BUILDING & GROUNDS COMMITTEE

The Board was directed to the distributed Buildings and Grounds report.

PERSONNEL COMMITTEE

Nothing to report.

POLICY COMMITTEE

Ms. Bartley reviewed the Study Room Policy.

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

“Resolved to approve the Study Room Policy”

TECHNOLOGY COMMITTEE

Mr. Luber advised Chase Room cabling upgrade was completed. New laptops, configured by Main, will be delivered on May 16th. Computer Sharp will later authorize those laptops for connection to the dedicated wireless staff network. Mr. Daniher, Library Technology Assistant, will install appropriate software and deliver the laptops to staff by June 1. The new Meraki router is due to be installed by the end of July before construction begins.

SCHOOLS AND TEENS

Nothing to report.

FMPL (FRIENDS OF THE MADISON PUBLIC LIBRARY)

Ms. McCarthy reported on behalf of FMPL. The well attended Annual Benefit honoring Peggy Oakes, an active volunteer in many Madison organizations, had a record number of ticket purchases and healthy contributions. Grace Church was thanked for providing the venue.

A House and Garden Tour is planned for September. Several commitments are received with more being sought. A total of 8 or 9 locations would be ideal. An environmental group connected with the Community Garden may partner with FMPL for this event.

Minicourse registration for summer programs is underway.

MUF/Main Library Alliance (Main)

Mrs. Favreau reported Main approved membership of the Raritan Library as a Main member increasing the number of members to 49.

Main is pursuing an RFI with other consortiums to join together to replace Polaris with an integrated system for all consortiums in the partnership to access.

No update on MUF.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

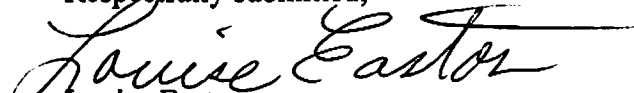
Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:10 PM

Respectfully submitted,


Louise Easton
Secretary