

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, May 15, 2024
7:30 PM

Present: Thomas Binting, President, David Luber, Joseph Riopel, JoAnne McCarthy, Mary Beth Hansbury, Christine Boyle (ZOOM), Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

Absent: Kate Bartley, Maureen Byrne, and Christopher Paradiso

Guests: Corinne Bowen, Supervisor Circulation and ILL (ZOOM)

Mr. Binting called the meeting to order at 7:30 pm. Ms. McCarthy announced in compliance with the "Open Public Meetings Act," proper notice of this meeting and all Library Board meetings for the year 2024 was made. Notice was posted on May 13, 2024 notifying the public of the change in the meeting date of the Library Board of Trustees rescheduled for May 15, 2024. Meeting will be held in person in the temporary staff trailer in the Library's parking lot beginning at 7:30 pm with the option of electronic participation using the published Zoom link.

The minutes of the April 11, 2024 Regular Meeting of the Board were presented for consent. There being no corrections, Ms. McCarthy motioned for approval, Mr. Riopel seconded. The Board unanimously accepted the minutes as distributed.

PRESIDENT'S REPORT

Mr. Binting advised since the April meeting, asbestos was found under the carpet tiles in the lobby, which was not part of the original project, so a Change Order for removal of asbestos and installation of new carpeting in the lobby was added to construction work. The wiring, cabling, furniture and restoring the collection to the library will take weeks after the construction is over. Mrs. Favreau will provide further construction details in her report.

TREASURER'S REPORT

Mr. Luber presented the Treasurer's Report, during which he reviewed the May 2024 Bill List.

After discussion, upon motion of Ms. Hansbury and seconded by Mr. Riopel, the Board unanimously

"Resolved to approve the May Bill List in the amount of \$30,399.05"

Mr. Luber then reviewed the Library's financial reports ending April 30, 2024 and Construction project expenses since the project began in 2023.

Mr. Luber advised the Borough adopted their final budget. As a result, the Board can now approve the Library's 2024 budget as final; interim approval was passed at the December 2023 Board meeting.

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

“Resolved to approve the budget for 2024 as listed on the Profit and Loss Statement for the period January through December 2024”

DIRECTOR’S REPORT

Mrs. Favreau reviewed her monthly report. The previously reported trends for non-digital circulation and foot traffic continue to be roughly 50% of last year’s statistics as expected since our collection and physical space during construction have been reduced by more than 50%. Video games, magazines and digital circulation continue to surpass previous records. Program attendance for adults and preschoolers remains steady and community outreach continues. All 400 eclipse glasses provided by STAR Library Network were distributed prior to the Solar Eclipse; some members of the community watched the eclipse from the library grounds. The Summer Reading Program plans continued and was recently promoted at the schools. The Technical Services department is updating the physical collection with Statistical Codes for data analysis and reclassification by genre continues on DVDs and the adult and juvenile fiction collections.

Mrs. Favreau thanked the Rotary and teenage volunteers for beautifying the Library grounds on Madison Green and Clean Day. She also complimented the lovely Friends Annual Gala and the surprise Legislature Certificate presented to honoree, Sylvia Luber.

Mrs. Favreau advised a late fall reopening date continues to be targeted to allow for the lobby carpeting and reinstallation of carpeting in the administrative office and the several weeks of Phase 2 completion - wiring and cabling, shelving and furniture delivery and placement and return of the collections. The HVAC system was delivered and requires some tweaking. Also fire exit accessibility is being reviewed with the Borough particularly with respect to the Adult Room exit.

BUILDING & GROUNDS COMMITTEE

The Board was directed to the previously distributed Building and Grounds Report.

PERSONNEL COMMITTEE

No Report

POLICY COMMITTEE

No Report

TECHNOLOGY COMMITTEE

Mr. Luber reviewed the Committee Report advising a new printer was ordered and as a result of QuickBooks subscription only based offerings for desktop software, a subscription platform requiring minimal data migration will be ordered in early summer. The online version of QuickBooks will be subscribed to in 2025. Architect blueprints were supplied to Maple Rock Communications and Computer Sharp to prepare quotes for data wiring, server room reconfiguration and wireless projects for these library specialized projects.

Wireless usage has been the highest month of the year.

SCHOOLS AND TEENS

Mrs. Favreau read Mr. Paradiso's report and relayed his appreciation to Ms. Skwirut and Ms. Valosin of Youth Services for visiting the schools and promoting the Summer Reading Program. The schools will direct students to the public library as the schools' libraries close down in the coming weeks.

FRIENDS OF THE MADISON PUBLIC LIBRARY (FMPL)

Ms. McCarthy reported the wonderful May 4, 2024 Annual Gala honoring Sylvia Luber was highly successful. Mrs. Luber was presented with a joint resolution from the State Legislature recognizing her service to the Friends. Grace Episcopal Church and The Thursday Morning Club were thanked for providing the venue and food, respectively.

MUF/MAIN LIBRARY ALLIANCE (Main)

Nothing to report for MUF.

Mrs. Favreau advised Main continues to onboard new members. As a result of adding new member libraries which are smaller than the Madison Library, the Library has moved from the medium size group into the large library group.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:33 pm.

Respectfully submitted,



JoAnne McCarthy
Secretary