

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON**  
**THURSDAY, November 14, 2024**  
**7:30 PM**

Present: Thomas Binting, President, David Luber, Mary Beth Hansbury, Kate Bartley, Maureen Byrne, Joseph Riopel (Zoom), JoAnne McCarthy (Zoom), Christine Boyle (Zoom), Christopher Paradiso (Zoom), Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

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

Mr. Binting called the meeting to order at 7:35 pm. Ms. McCarthy announced in compliance with the New Jersey Open Public Meetings Act proper notice of this meeting and all Madison Public Library Board of Trustees Meetings for the year 2024 has been given. Further, notice of this meeting was posted on November 8, 2024, notifying the public that the meeting of the Library Board of Trustees scheduled for November 14, 2024 would be held in person in the temporary staff trailer in the Library's parking lot at 7:30 pm with the option of electronic participation using the published Zoom link.

The minutes of the October 10, 2024 Regular Meeting of the Board were presented for consent. Mr. Riopel motioned for approval of the minutes, Ms. Bartley seconded. The Board unanimously accepted the minutes as distributed.

**PRESIDENT'S REPORT**

Mr. Binting reviewed and read the Main Annual Membership Agreement for 2025 and requested Board approval.

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

“Resolved to approve the Main Annual Membership Agreement for 2025. The Library Board of Trustees confirms that the Library meets the qualifications of membership set forth in the Bylaws of Main; Agrees that the Library shall renew its membership in Main effective January 1, 2025; Agrees to release and hold harmless Main and its employees and contractors from any liability resulting from acts of the Member, other Members, and any third parties; and Agrees that the Library shall abide by the bylaws, policies, and procedures of Main.”

Ms. Byrne joined the meeting.

**TREASURER'S REPORT**

Mr. Luber presented the Treasurer's Report, during which he reviewed the November 2024 Bill List and the payment to the Borough made on October 18, 2024.

After discussion, upon motion of Ms. McCarthy and seconded by Ms. Byrne, the Board unanimously

"Resolved to approve the November Bill List in the amount of \$221,989.37"

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

“Confirmed approval of the \$75,025.55 payment made to the Borough of Madison under Resolution 2023-12 to cover Payment Application #13 from the contractor, Daskal LLC.”

Mr. Lubber then reviewed the Library’s financial reports ending October 31, 2024 and the construction project expenses.

The Board was advised the Finance Committee will present the 2025 preliminary budget for approval at the December Board Meeting

### **DIRECTOR’S REPORT**

Mrs. Favreau reviewed her monthly report. Trends in the circulation of non-digital material, digital material, foot traffic and program attendance remain consistent with prior months. Similar to prior years, a large Libby order will be placed before year end to purchase permanent licenses to be added to the Digital collection. Daniel Nazarko, Adult Services Librarian and Elissa DeRose, Technical Services Supervisor, met with and will collaborate with the Committee working on Madison’s 250<sup>th</sup> Celebration.

All materials from storage have been returned to the library. Staff is at work to organize, shelf read and inventory the various collections in anticipation of reopening. The Circulation staff has been assisting with this monumental undertaking. Outreach to the senior centers and the schools continues, as well as virtual programs held by Adult Services and in person programs held by Youth Services and Technical Services.

The contractor continues to address issues on the punch list. The fire dampers are expected in the next 2 weeks and we continue to wait for delivery of the ADA doors. Inspections will be scheduled after the work is completed. The Timeline for reopening will need to be updated to reflect recent delays in the delivery of the service desk furniture. The Board agreed to expanding details on the time line to provide a clearer understanding to the public of the delays. The revised anticipated reopening is now the end of February.

As previously reported, the Library continues to wait for the survey report from Boswell Engineering, the Borough’s subcontractor, for the flooding issue in the back of the main building. Dennis Harrington and Helena Roman requested a certification from the roofer for the roof repair work. Antonio Rega Landscaping began work on the patio outside the Youth Services Department and the flower beds around the front of the building.

### **BUILDING & GROUNDS COMMITTEE**

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

### **PERSONNEL COMMITTEE**

A meeting will be scheduled to review 2025 Salary Budget Proposals.

**POLICY COMMITTEE**

Nothing to report.

**TECHNOLOGY COMMITTEE**

Mr. Luber reviewed his report, the 8 PC's reported as ordered at the last meeting have arrived. Main installed preliminary software on the new computers and will store them until the service desks are installed in the library. The Borough IP phone replacement project has been delayed and is targeted for some time after November 11; network equipment must be purchased before installation. Robert Daniher, IT Manager, has again updated the Technology reentry plan for the library. Due to delays in the delivery of the service desks electrical and data wiring will not take place until mid-December. Main will then install PCs and other equipment. Mr. Daniher also continues to work with Survivor to investigate the installation of a wireless panic button system.

**SCHOOLS AND TEENS**

Mr. Paradiso reported he receives daily questions when the library will reopen by both students and teachers. Mr. Paradiso offered to advertise as soon as an opening date is available.

**FRIENDS OF THE MADISON PUBLIC LIBRARY (FMPL)**

Ms. McCarthy mentioned venues for the Minicourses and other events, including Touch a Truck, are being investigated for 2025. Annual Appeal letters have been mailed. The Treasurer's position is open and volunteers are being sought.

**MUF (Morris Union Federation of Libraries)/MAIN LIBRARY ALLIANCE (Main)**

Mrs. Favreau reminded the Board, Summit remains a standalone library and is the only MUF member not in Main now that Berkeley Heights has applied for Main Membership. Koha, the new Integrated Library System (ILS) for Main will begin transitioning libraries in early 2025, ending in 2026.

**OLD BUSINESS**

Nothing to report.

**NEW BUSINESS**


Nothing to report.

**PUBLIC COMMENT**

None

The meeting was adjourned 8:40 pm.

Respectfully submitted,

  
JoAnne McCarthy  
Secretary