

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
(the "Library")

THURSDAY, October 9, 2025

7:30 PM

Present: Thomas Bintinger, President, David Luber, Mary Beth Hansbury, Linda Sawyer, Joseph Riopel, Maureen Byrne (Zoom), Christine Boyle (Zoom), Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

Absent: JoAnne McCarthy and Christopher Paradiso

Mr. Bintinger called the meeting to order at 7:30 pm. Mrs. Favreau announced in compliance with the New Jersey Open Public Meetings Act proper notice of this meeting and all Madison Library Board of Trustees Meetings ("the Board") for the year 2025 have been given. Further, notice of this meeting was posted on October 3, 2025, notifying the public that the meeting of the Library Board of Trustees will be held on October 9, 2025 in person in the Chase Auditorium beginning at 7:30 pm with the option of electronic participation using the published Zoom link.

The minutes of the September 15, 2025 Regular Meeting of the Board were presented for consent. There being no corrections, the minutes were unanimously approved.

PRESIDENT'S REPORT

Mr. Bintinger reviewed the 2026 list of Library Board Meetings and explained the meetings will be moved to the third Thursday of the month beginning in 2026.

Ms. Boyle joined the meeting.

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

"Resolved that the list of 2026 Library Board Meetings be and is hereby approved as presented"

TREASURER'S REPORT

Mr. Luber presented the Treasurer's Report, during which he reviewed the October 2025 Bill List.

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

"Resolved that the October Bill List in the amount of \$78,734.28 be and hereby is approved"

Mr. Luber then reviewed the Library's financial reports for the month ended September 30, 2025.

Construction project expenses were also reviewed.

Mr. Luber advised a meeting with the Borough is scheduled for October 30th to review the 2026 budget.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report.

The Circulation department reports non digital circulation and foot traffic continue to climb and were only 1% and 6% lower, respectively, than September 2023. The volume of books moving through Interlibrary Loan is increasing. The Library Sign-up drawing was held awarding a \$50.00 Chamber of Commerce gift check to a new patron. The Chase Room is booked well into 2026.

Adult Services reports streaming usage and e-book circulation once again exceeded prior month statistics. User growth is one of the reasons for the increase in Hoopla usage. The Taber and Rushmore rooms are now open for use and a usage policy will be presented later in the meeting.

Technical Services department is proceeding with indexing the Taber and Rushmore Rooms; the Archive Room will be inventoried next. Baker and Taylor's acquisition fell through and company has closed. Fortunately, collection items increased as the Library began ordering from Ingram prior to the Baker and Taylor closure. Other possible book suppliers are being investigated.

Youth Services is adding Tonies which are screen free stories and music to the Discovery Collection. Several Kindergarten classes are scheduled to visit the Youth Services Department later this month and in November.

The Library was presented with a Certificate of Appreciation on September 16th, for supporting and promoting reading, particularly through the Summer Reading Program. Bottle Hill Day was a success. Daskal LLC applied for final payment which has not been approved due to issues with the lobby bathroom and the cracking concrete pad at the front entrance. Somerset Media Group should be in around Thanksgiving to update the audio visual equipment in the Chase Room which will be paid for by the Friends of the Madison Public Library (FMPL).

The noise level in Rushmore Room has been greatly reduced thanks to the efforts of Bruce Heesemann, Maintenance Supervisor. Mr. Heesemann also finished the ceiling at the entrance of the Rushmore Room around the fire door.

Mrs. Favreau reviewed the issues with the wiring short in the outdoor lighting and ongoing discussions with the Borough. Until the issue is resolved, Mr. Heesemann added several motion activated lights to the building to light the walkways in the evening.

BUILDING & GROUNDS COMMITTEE

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

PERSONNEL COMMITTEE

Ms. Sawyer advised performance evaluations will be started soon.

POLICY COMMITTEE

Mr. Riopel presented the previously distributed updated Study, Taber and Rushmore Room Policy. A minor change in the Policy was discussed.

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

“Resolved that the Study, Taber and Rushmore Room Policy, with the one change discussed, be and hereby is approved”

TECHNOLOGY COMMITTEE

Mr. Luber reviewed his report.

Although the lighting company, SLS, replaced the existing sensors in the high ceiling public areas of the Library with heat-sensing devices, the system continues to malfunction. Lights in the Reading Room continue to shut off while patrons are in the space and stack lighting in both Adult and Youth Services departments do not shut off after closing. A return visit by SLS will be scheduled.

The Chase Room audio visual equipment installation is scheduled to take place sometime between November 24-26 and/or December 1-3. As previously reported, FMPL will reimburse the library for the upgrade.

The new technology equipment ordered last month was delivered to Main and will be configured by Main before delivery to the Library at the end of October. Microsoft support for Windows 10 terminates on October 14. All remaining public PCs have been updated to Windows 11. The remaining 10 staff PCs will be updated to Windows 11 with the equipment to be delivered at the end of this month.

SCHOOLS AND TEENS

Nothing to report

FRIENDS OF THE MADISON PUBLIC LIBRARY (FMPL)

The Annual Appeal letters were mailed to residents with the electric bill.

MORRIS UNION FEDERATION (MUF)/MAIN LIBRARY ALLIANCE (Main)

Nothing to report for MUF.

Mrs. Favreau referred to the distributed cover letter from Main regarding the Annual Report that was reviewed last month. Main is hopeful the addition of County Libraries into the consortium will provide professional cataloguers from those county library systems so reliance on vendors such as Brodart for cataloging services will be unnecessary.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned at 8:25 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Marilyn Favreau".

Marilyn Favreau
Pro Tem Secretary