

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
(the “Library”)
THURSDAY, November 13, 2025
7:30 PM

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

Guests: Corinne Bowen, Supervisor Circulation and ILL (Zoom) and Eric Axler, member of the public

Mr. Binting called the meeting to order at 7:30 pm. Ms. McCarthy 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 November 6, 2025, notifying the public that the meeting of the Library Board of Trustees will be held on November 13, 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 October 9, 2025 Regular Meeting of the Board were presented for consent. There being no corrections, the minutes were unanimously approved.

PRESIDENT’S REPORT

Mr. Binting reviewed the Main Annual Membership Agreement for 2026 and requested Board approval.

Ms. Boyle joined the meeting.

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

“Resolved to approve the Main Annual Membership Agreement for 2026. 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, 2026; 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.”

TREASURER’S REPORT

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

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

“Resolved that the November Bill List in the amount of \$91,699.04 be and hereby is approved”

Mr. Luber then reviewed the Library’s financial reports for the month ended October 31, 2025.

Construction project expenses were also reviewed.

Mr. Luber confirmed the Finance Committee met with the Borough to review the 2026 budget on October 30th. The Library is waiting for PERS, Health Insurance and JIF Insurance costs from the Borough's Chief Financial Officer. A preliminary budget will be presented to the Board for approval at the December Board Meeting. As a reminder, final budget approval will be requested in April or May 2026 after the Borough receives state approval.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report.

The Circulation department reports non digital circulation in October was the highest since reopening to the public. Combined non digital and digital circulation is up 63% from last year and 8% higher than October 2022, the last full month the Library was open before construction began. Foot traffic is also improving and was higher than October 2022 statistics.

Discussion was held regarding Ms. Bowen's report recommendation to replace the Chase Room chairs. In partnership with the Madison Rotary, a box will be placed in the lobby by the Circulation Service desk to collect donations of diapers, paper towels, toilet paper, etc.

Adult Services reports several changes in personnel which will be discussed during the Personnel Committee Report. The Library hosted a Main-wide TBS User Meeting. TBS is used by Main libraries for time and print management on the public computers. In Madison, patrons were having issues with mobile printing. TBS made several adjustments which will be monitored by Library staff for effectiveness. October continued the trend of strong streaming usage and digital circulation with magazine circulation showing the highest check outs this year. A large license purchase in Libby (Overdrive) is planned for November. As in prior years, the focus is on licenses the Library can keep without having to repurchase in the future. Planning and scheduling for the return of in person Adult programming in 2026 is underway as well as plans for the New Jersey 250th celebration.

Technical Services continues to enhance and promote the Library's social media presence and communication. The struggle to process books received from Ingram remains challenging; however, orders are being fulfilled and collection additions again exceeded withdrawals. Alternative book suppliers are being vetted. Staff continues to index and archive the history rooms, provide grab and go craft kits and schedule in person and outreach craft programs.

New programs added to the schedule by Youth Services' staff are seeing an increase in attendance particularly for the tween population. The Library again participated in the Scarecrows on Waverly event with a creatively developed "Chicka Chicka Boom Boom" scarecrow by Mia Romano-Brown, Library Assistant. In October, the kindergarten classes of Torey J. Sabatini Elementary School visited the Library for a tour, craft, and stories. Students received their own library cards. Kings Road School's visit is expected this month.

Other topics of note include waiting for the contractor, Daskal LLC, to respond to concerns regarding the cracking concrete pad at the front entrance. Mrs. Favreau continues to contact the architect to follow

up with Daskal. Patrons have complimented the improved lighting in the Rushmore Room and are pleased with the historic wing reopening. Lastly, alarm issues continue to be addressed. As pointed out in the Treasurer's Report, a new vendor, Weiss Distributors has been hired.

BUILDING & GROUNDS COMMITTEE

Mr. Bintinger directed the Board to the distributed Buildings and Grounds Report. Discussion was held regarding increasing the use of outside vendors, particularly for grounds maintenance.

PERSONNEL COMMITTEE

Ms. Sawyer reported Personnel changes in the Adult Services Department and requested Board acceptance of the resignation from Ms. Bergen, Adult Services Librarian; appointment of Ms. Boisnier for the position and advertising for a part time librarian.

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

“Resolved to accept the resignation of Danielle Bergen, effective October 14, 2025”

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

“Resolved to hire Olivia Boisnier as Adult Services Librarian FT, effective November 11, 2025”

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

“Resolved to post the position of Adult Services Librarian PT, for a start date in January 2026”

POLICY COMMITTEE

Nothing to report.

TECHNOLOGY COMMITTEE

Mr. Luber reviewed his report.

SLS, the lighting company, returned to the Library on November 7th to install a new motion/thermal sensor on the wall of the Quiet Reading Room and to adjust the overall sensitivity of the lighting system. Staff will monitor the adjustments made and report back to SLS. Management has decided to proceed with SLS' recommendation to add the Quiet Reading Room and Conference Room to the system's time controller so lights will turn on and off with the daily schedule rather than by motion/occupancy. Also, the replacement of a faulty sensor in the Rushmore Room will require another visit by SLS.

The Chase Room ceiling projector was successfully installed on October 31st. Installation of the full audio visual equipment in the Chase Room will take place November 24-26. Training for staff, members

of the Friends and Historical Society is tentatively scheduled for November 26th. As previously reported, FMPL will reimburse the Library for the upgrade.

The new technology equipment configured by Main was delivered on October 31st. All Library computers, except for the OPAC catalog PCs are now running on Windows 11 and supported by Main.

SCHOOLS AND TEENS

Mr. Paradiso reported Kindergarten field trips to the Library are now a school requirement so the Library can expect annual visits. Planning for March's Read Across America Program has begun. Mr. Paradiso will reach out to the Library staff to partner on this program.

The School Superintendent submitted her retirement request. Bruce Watson will begin as the Interim Superintendent while the Board searches for a permanent replacement for the position.

FRIENDS OF THE MADISON PUBLIC LIBRARY (FMPL)

The Friends confirmed they will cover the cost of the Chase Room AV equipment. The 2026 gift commitment to the Library will be decided upon in the coming weeks.

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

Mrs. Favreau reported the Summit Library has applied to join Main. This probably means the end of MUF since Summit was the only library in MUF and not in Main. The potential dissolution of MUF and the possible distribution of the small bank account balance will need to be voted upon by a Trustee of each MUF library.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned at 8:22 pm.

Respectfully submitted,



JoAnne McCarthy
Secretary