

FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
(the “Library”)
THURSDAY, December 11, 2025
7:30 PM

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

Absent: Christopher Paradiso

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

Mr. Bintinger 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 December 6, 2025, notifying the public that the meeting of the Library Board of Trustees will be held on December 11, 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 November 13, 2025 Regular Meeting of the Board were presented for consent. There being no corrections, upon motion by Maureen Byrne and seconded by Linda Sawyer the minutes were unanimously approved.

PRESIDENT’S REPORT

Mr. Bintinger announced this is the last meeting of 2025 with the current Board. The 2026 Board will be determined at the Borough’s Reorganization Meeting held on Saturday, January 3, 2026.

PERSONNEL COMMITTEE

Ms. Sawyer presented the 2026 Salary Budget and pay rates noting part time salaries were increased to meet New Jersey Library Association minimums.

Christine Boyle joined the meeting.

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

“Resolved that the overall salary expense as reflected in the proposed 2026 Budget presented to the Board be and hereby is approved.”

TREASURER’S REPORT

Mr. Luber presented the Treasurer’s Report, during which he reviewed the December 2025 Bill List. The final payment to the contractor and payment for the new burglar alarm were noted.

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

“Resolved that the December Bill List in the amount of \$34,631.94 be and hereby is approved”

Mr. Lubert also requested approval to pay additional December bills not exceeding \$5,000 in aggregate.

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

“Resolved that the payment of any additional December bills, the total not to exceed \$5,000 without specific authorization of the Board be and hereby is approved”

Mr. Lubert then reviewed the Library’s financial reports for the month ended November 30, 2025. Year to date capital expenses are higher than originally anticipated. Mr. Lubert requested a transfer of budget funds from the PERS budget line to 392 Capital Expenses.

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

“Resolved that the transfer of \$24,000 of the 2025 Library Budget from 0525 PERS budget line to 392 Capital Expenses 0200 Technology be and hereby is approved”

Mr. Lubert reviewed the proposed 2026 Library Budget noting an increase in the 1/3 of a mil for 2026 and the Borough Administration continuing to provide the Technology Appropriation in 2026. The Library will provisionally operate on the 2026 budget. Final budget approval will be requested in April or May 2026 after the Borough receives state approval.

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

“Resolved that the preliminary 2026 Budget presented to the Board be and hereby is approved on an interim basis subject to final action by the Madison Borough Council”

DIRECTOR’S REPORT

Mrs. Favreau reviewed her monthly report.

The Circulation department reports non-digital circulation in November was only 10% lower than November 2022 when the Library was in the main building prior to construction. Compared to the same time frame, Museum Passes are up 22%. As reported in prior months, digital circulation continues to climb and has surpassed all prior years’ statistics.

In addition to record breaking digital circulation, Adult Services confirmed in person Adult Programming will return in January 2026.

Technical Services continues to struggle to process books received from Ingram and is committed to pursuing alternative vendors. Popularity of craft kits and in person craft programs remains strong. The Library’s social media presence continues to grow.

Youth Services' was busy providing a Library tour to the Kings Road Kindergarten class, along with student library card sign ups and a craft project. Two of the three Madison elementary schools have now received tours and library cards. Central Avenue School is scheduled to visit in the spring. Rosie the Reindeer returned to the Library and once again brought many smiles to the children who found her in Youth Services.

Daskal LLC, the contractor, completed the concrete pad at the front entrance and as noted in the Treasurer's report, final payment was made. The Chase Room Audio Visual system will be completed before the end of December and the Friends will be reimbursing the Library for the total cost. Discussion was held regarding the features of the new Burglar Alarm system and possibly creating a backup. Antonio Rega Estate Landscaping has been contacted to treat the walkways before and after snow storms as needed.

BUILDING & GROUNDS COMMITTEE

Mr. Bintinger directed the Board to the distributed Buildings and Grounds Report.

POLICY COMMITTEE

Nothing to report.

TECHNOLOGY COMMITTEE

Mr. Luber reviewed his report.

SLS, the lighting company, will schedule a visit to install the replacement motion/thermal sensor for the Rushmore Room and move the Quiet Study Room/Conference Room off motion sensing onto the lighting schedule system so the lights do not go off when patrons are in the room.

The new Burglar Alarm system chosen by the Library requires Internet Primary/Cellular Secondary notifications, meaning primary communication with central station monitoring is via the internet through the Library's network. Cellular communication is the secondary mechanism. Maple Rock Communications has been contacted to run a data line to the alarm panel for network connectivity. Additionally, MAIN will create a VLAN on the Meraki router for the alarm system.

Most of the Chase Room Audio Visual retrofit has been completed and is ready for patron use. Training for staff, FMPL and the Historical Society took place on December 2nd. The new CD player and a caster panel are on order and will be installed by the end of the month. Currently a temporary Windows 11 laptop is available for Chase Room use; a new dedicated laptop is planned for purchase in 2026.

The Library's first year of block hours purchased from Computer Sharp, a 6-month model for 2025 due to reentering the Library in May after construction, will end December 31st and was adequate for the Library's needs. The Committee will pursue a full 20-hour contract for the 12 months of 2026. Planned projects have already been identified.

Lastly, OPAC catalog PC's are scheduled to be updated in 2026.

SCHOOLS AND TEENS

Nothing to report.

FRIENDS OF THE MADISON PUBLIC LIBRARY (FMPL)

Mrs. Favreau advised the FMPL Annual Appeal is underway. FMPL also confirmed the Library will be reimbursed in full for the Chase Room Audio Visual equipment before year end.

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

Mrs. Favreau reported MUF must convene to decide if it should dissolve or continue since Summit Library was officially approved to join Main at last week's membership meeting.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

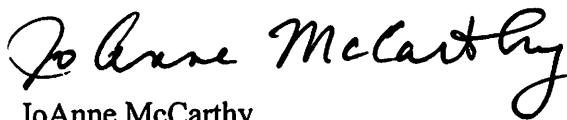
Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned at 8:40 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "JoAnne McCarthy". The signature is written in a cursive, flowing style.

JoAnne McCarthy
Secretary