

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON**  
**THURSDAY, February 19, 2026**  
**7:30 PM**

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

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

Mr. Lubber called the meeting to order at 7:36 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 2026 have been given. Notice of this meeting was posted on February 13, 2026, notifying the public that the meeting of the Library Board of Trustees will be held on February 19, 2026 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 January 15, 2026 Regular Meeting of the Board were presented for consent. There being no corrections, upon motion by Ms. McCarthy and seconded by Ms. Hansbury, the minutes were approved unanimously.

The minutes of the Executive Session were presented for consent. Christine Boyle joined the Meeting. Mr. Lubber requested approval of the minutes of the Executive Session. There being no corrections, upon motion by Ms. Byrne and seconded by Ms. McCarthy, the minutes were approved unanimously.

### **PRESIDENT’S REPORT**

Mr. Lubber requested an early closing at 4pm on March 21<sup>st</sup> for the Friends’ Annual Fundraiser.

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

“Resolved that the closure of the Library at 4 pm on Saturday, March 21, 2026 for the Annual Fundraiser hosted by the Friends of the Madison Public Library be and hereby is approved”

### **TREASURER’S REPORT**

Mr. Riopel presented the Treasurer’s Report, during which he reviewed the February 2026 Bill List.

Mr. Riopel advised the Board an upgrade by Trane to the HVAC system was required. Bill estimates include installing Tracer SC+ software and entering into an annual service contract with Trane for HVAC management.

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

“Resolved the HVAC upgrade by Trane to Tracer SC+ software and an annual service contract with Trane for HVAC management be and hereby is approved”

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

“Resolved that the February Bill List in the amount of \$52,138.01 be and hereby is approved”

Mr. Riopel then reviewed the Library’s financial reports for the period ended January 31, 2026.

Mr. Luber added to his earlier President’s Report that he, Mr. Riopel and Mrs. Favreau will be attending the Borough Council Meeting on the evening of Monday, February 23, 2026 as part of the Borough 2026 Budget process. The Board was reminded the Strategic Planning process will begin soon.

Mr. Luber also added that Baroque Orchestra of New Jersey, Maestro Robert Butts, who has delivered 69 different Minicourses since 1992, will be honored at the Friends’ March 21<sup>st</sup> Fundraiser.

## **DIRECTOR’S REPORT**

Mrs. Favreau reviewed her monthly report beginning with the various departments. The Circulation Department reports non-digital circulation is only 4% less than it was in January 2023 (2024 and 2025 the Library was under construction) and Museum Pass circulation continues to be popular and exceeded previous statistics. Total Circulation was 50% higher than January 2025. Adult Services’ in person programming is going well; virtual programs will be scheduled when programs are planned for participation by multiple libraries. Also, a seed library and a silent book club are being established. Technical Services reports 243 items added to the collection and 187 withdrawn items. Elissa DeRose, Technical Services Supervisor is serving on a Main Committee to develop a Technical Services Manual for the consortium. Social Media accounts are doing well and gathering followers. Historical crafts are being planned to correspond with NJ’s celebration of America’s 250<sup>th</sup> anniversary. Youth Services scavenger hunts and the Story Walk for If You Give a Mouse a Cookie, went very well. Youth Services Librarians met with the Junior School and High School Librarian to discuss opportunities for collaboration.

As mentioned at the last meeting, the website was updated to remove the construction displays and a page was added to comply with new regulations for Open Public Meeting announcements which become effective March 2026.

The Chase Room HVAC system as well as severe weather conditions in January proved challenging. A part for the Chase Room HVAC system took several weeks to arrive. Electric baseboard heating was utilized in the meantime.

## **BUILDING & GROUNDS COMMITTEE**

Ms. Hansbury directed the Board to the distributed Buildings and Grounds Report.

Ms. Hansbury reviewed the needed Trane upgrade mentioned during the Treasurer’s Report and the HVAC system malfunction in the Chase Room which was unrelated to the Trane software upgrade. The Chase Room modules needed replacement. Thankfully the baseboard heating permitted programs to continue to take place in the Chase Room.

## **PERSONNEL COMMITTEE**

Ms. Sawyer requested approval for the hire of Kelly Hershfeld in the Circulation Department.

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

"Resolved that the hiring of Kelly Hershfeld as Circulation Library Assistant Part Time, effective, February 2, 2026 be and hereby is approved"

## **POLICY COMMITTEE**

Nothing to report.

## **TECHNOLOGY COMMITTEE**

Mr. Luber reported the lighting system remains problematic even after the lighting company, SLS, visited in January. Wiring is needed by West End Electric in order to move the Conference, Rushmore and Quiet Reading Rooms off the current motion sensitive control onto the lighting time scheduler. A cost quote is expected from West End Electric.

A service contract with Computer Sharp was renewed and will include monthly Wi-Fi firmware updates as well as the purchase/installation and configuration of a replacement backup file server planned for June.

The Committee approved purchasing a new printer for the Finance & Administration Department, a new desktop for the IT Manager and a new laptop for the Chase Room. The Committee also agreed the Library will migrate to Trane's new HVAC Tracer SC+ software management system as mentioned earlier in the meeting.

## **SCHOOLS AND TEENS**

Mr. Paradiso reminded the Board, Read Across America takes place in March. The Library's Youth Services staff is partnering with the schools for Battle of the Books and the school's upcoming author visit by displaying the corresponding books at the Library. In addition, the Youth Services Librarians will attend all 3 School Family Reading Nights.

## **Friends of the Madison Public Library (FMPL)**

Mrs. Favreau mentioned the FMPL Gala on March 21<sup>st</sup>, 2026 will have music for the first time. Also, the Annual Campaign continues.

## **MUF/Main Library Alliance (Main)**

Mrs. Favreau reported onboarding of the Summit Library is scheduled for June. A meeting of the MUF libraries will be held to decide its future after Summit is fully integrated in Main.

Main is conducting Focus Groups and a meeting of those groups is scheduled for March 19<sup>th</sup>. Main is also working on renaming itself.

**OLD BUSINESS**

Nothing to report.

**NEW BUSINESS**

Due to a Special Election the Chase Room is not available for the April Board Meeting. There is no change to the meeting date of April 16, 2026 but the meeting will be held inside the Library.

**PUBLIC COMMENT**

None

The meeting adjourned at 8:12pm

Respectfully submitted,

  
JoAnne McCarthy  
Secretary