

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, June 13, 2019, at the library. The President, Mr. Johnson, called the meeting to order at 7:03 p.m.

Mr. Johnson announced that adequate notice of this meeting was posted in the library and was provided to the Denville Municipal Clerk, The Citizen, and the Daily Record no later than last Tuesday in accordance with the Open Public Meetings Act.

ROLL: Present: Kevin Borecki
Sandra Danforth
Seth Johnson
Linda Breder

Also Present: Siobhan Koch, Library Director
Susan Jansen, Staff

Absent: Janis Baggot, Susan Dyer, Robert Unrath

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Breder, seconded by Mr. Borecki, and carried to approve the minutes from May 9, 2019 and order them filed. A voice vote indicated all present in favor with no opposition expressed.

TREASURER'S REPORT: A motion was made by Mr. Borecki, seconded by Ms. Danforth, and carried to approve the Treasurer's Report for the period ending May 31, 2019 and approve payment of bills on the Bill Lists dated (2) June 10, 2019 and (1) June 13, 2019.

Baggot _ _ ; Borecki _Y_ ; Danforth _Y_ ; Dyer _ _ ; Johnson _Y_ ; Unrath _ _ ; Breder _Y_

CORRESPONDENCE:

- NJ Library Trustee Association membership cards have arrived.
- The Board discussed a complaint about children's material. The Strategic Plan covers the need for diversity and respect for our library community.

DIRECTOR'S REPORT:

Director

- May 1st, 14th, 28 – Pop Up at Oaks and St. Francis.
- May 29th – Renovation Meeting with Stephan Bias, Steve Ward, Nick Panetta and Bob Grant. Mr. Grant appreciated being advised of library growth toward the gardens. Various ideas were presented and the architect will be trying to see what works in the final plan.
- May 30th-31st – NJLA Conference at Harrah's in Atlantic City

Personnel

- We have a prospective person to fill the remaining hours in the Circulation Department, just waiting on the background check.

Building and Grounds

- The air conditioning in the offices was not working properly. The town had the ac person come out and after two visits it seems to be operating correctly now.

Youth Services

- Little Scientists for ages 3 – 6 was held on 5/29 at 10:30 with 48 in attendance. Participants got to perform experiments.
- Teddy Bear Picnic for ages 2 – 6 was held on 5/30 at 10:30 with 43 in attendance.
- Ms. Ciampaglione and Ms. Kabshura continued outreach at Lakeview, Riverview, Learning Experience, Denville Community Preschool and the Riverview Fun Fair to promote Summer Reading.

Adult Services

- 86 adult items were borrowed during our outreach events this month.
- The Mediumship presentation had 31 attendees.
- The Memory Power presentation had 30 attendees.
- Adult programs are working well on a Denville 1st registration plan.

Grants/Prizes Received in 2019

- ALA Hour of Code \$500 mini-grant (won in Nov 2018 and received check in January)
- NJ Maker's Day \$300 grant – Materials for Makers Day
- NJ STEM Pathways Network \$300 grant – Food and Beading program for Makers Day
- Denville Municipal Alliance \$1,000 grant for purchase of books about self esteem and addiction. (started purchasing 12/18 – will be reimbursed in 2019 when \$500 completely spent)
- Denville Clean Communities \$500 grant for purchase of books about sustainability.
- SparkFun \$700 grant to purchase materials from their website for STEM programming
- Skyhorse Publishing is sending a mixture of adult fiction and nonfiction titles worth over \$100 thanks to Ilene winning a raffle at BookExpo.

DIRECTOR GOALS UPDATE

- Ms. Koch presented a mid-way report on her goals for this year.
- Ms. Koch is on several MAIN boards. This keeps her and the Board informed of all MAIN activities and policies.

STRATEGIC PLAN REPORT:

The Strategic Plan continues to guide Director and staff. Most Objectives are being well met.

- Objective I – Access to Resources and Information Literacy
- Objective II – Create Young Readers
- Objective III – Making Informed Decisions and Getting Facts Fast
- Objective IV – Satisfy Curiosity and Stimulate Imagination
- Friday movies is offered weekly at 1pm. Attendance has been low in May. Movie choices will continue to be honed to find movies that are enjoyable for our audience.
- Objective V – Satisfy Curiosity and Stimulate Imagination

MONTHLY ACTIVITY REPORT:

- Outreach and programs continue to reach more patrons.
- The adult email blast does not mention the program date in the title. This addition could be helpful.

MONTHLY STATISTICAL REPORT:

- Most areas of circulation are up, with the exception of adult A/V. While the book budget has dropped a bit, books circulation is up due to outreach and limiting 2nd copies of new books to Denville patrons for the first 3 months.

OLD BUSINESS:

- A motion was made by Ms. Danforth, seconded by Ms. Breder, and carried to approve the 2018 audit.

Baggot _-_; Borecki _Y_; Danforth _Y_; Dyer _-_; Johnson _Y_; Unrath _-_; Breder _Y_

- Ms. Koch attended the LibraryLinkNJ annual meeting on June 5, 2019. Discussion covered a By-Law amendment, our cost-share for delivery from July 2019 through June 2020, and election of LLNJ Board members. MAIN Deliver Task force continues to formulate a plan should state-wide delivery be disbanded.

PUBLIC: There being no public in attendance, a motion was made by Ms. Danforth, seconded by Mr. Borecki, and carried to close the public portion of the meeting. A voice vote indicated all present in favor with no opposition expressed.

CLOSED SESSION: There was no Closed Session.

NEW BUSINESS:

- Denville Life, June 2019, carried a nice article about the Denville Public Library.
- MAIN is working on a fix for illegal downloading from member libraries' public WiFi.
- The DHS booster to use our WiFi is connected and password protected.
- NJLA presented a program on making library buildings safer. One of the topics was about Wireless Panic Buttons. Ms. Koch has contacted our fire alarm provider, Denville Police Chief Perna and the Town about types of alarm systems and possible cost-sharing. Ms. Koch will check for Federal Grant money for this, as there have been grants for alarms in schools.
- Ms. Koch has checked with Chief Perna about updating library staff on emergency training.
- Ms. Koch and Ms. Puppo will meet with the Town Purchasing Officer regarding contracts.
- Save the date. MAIN will host a Friend-Raising seminar for Trustees, Friends and Foundations on October 2, 2019 at the Florham Park Public Library. The recent MAIN seminar on legal issues for libraries, attended by Ms. Koch and Mr. Johnson, was well done and useful.

ADJOURNMENT: A motion was made by Ms. Danforth, seconded by Mr. Borecki, to adjourn the meeting at 8:28 p.m. A voice vote indicated all present in favor with no opposition expressed.

Sandra Danforth, Secretary