

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in virtual session on Thursday, November 12, 2020, via a zoom meeting. The President, Ms. Dyer, called the meeting to order at 7:03 p.m.

Ms. Dyer 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
Susan Dyer
Seth Johnson
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo, Staff and several members of the Staff

Absent: Janis Baggot
Robert Unrath
Christopher Golinski, Council Representative

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Danforth, seconded by Ms. Breder, and carried to approve the minutes from October 8, 2020 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. Johnson, seconded by Ms. Dyer, and carried to approve the Treasurer's Report for the period ending October 31, 2020 and approve payment of bills on the the Bill Lists dated October 31, 2020 and November 12, 2020.

Baggot __-__; Borecki _Y_; Danforth __Y__ ; Dyer __Y__ ; Johnson __Y__ ; Unrath __-__ ; Breder __Y__

CORRESPONDENCE: There was no correspondence.

DIRECTOR'S REPORT:

- Supervisors Meetings continue weekly.
- Children's Department continues outdoor programming and storytimes.
- Trunk or Treat was held on Sunday, October 25, 2020. The program went very well. 25 trunks including Kiwanis, Weichert, Kim Swims, and Bach to Rock. People were extremely generous. EventBrite was used. A lot of planning went into the event to keep people safe.
- Hunterdon County Library is joining MAIN – 1/12/2021 is the target date.
- Five day a week delivery is back through LibraryLinkNJ.

- Mobile app (Solus) soft launch next week. End of November is the official date for full release. Links to digital resources, event calendar and other options available in app. It is supposed to accept credit card payments in first quarter of 2021. Scan barcode at the bookstore and see if the book is available in the library. Self checkout is a capability that we will probably not turn on at the beginning but we may add later. Can we add Amazon wishlist and donations through mobile app? Siobhan will look into.
- New lighting added on the pathway so that it is better lit for curbside delivery.
- Computers are available for appointment as of 11/9/20. This is bringing in some people that have wanted to just use the computers. Two computers in the back by reference are available for thirty minute appointments and two computers up front for stand ups for patrons using the regular library that need to quickly print or search something.
- Trivia is going well.
- Curbside printing has increased from last month.
- Denville Clean Communities purchased 500 large and 500 smaller totes, as well as, an ebook/audiobook order of books on sustainability topics.

STRATEGIC PLAN REPORT: No questions.

STRATEGIC PLAN GOALS: No questions.

MONTHLY STATISTICAL REPORTS (Statistical Report & Reference/Digital Resources Statistics Report):

- Next month will send November statistics with all of the tabs for the rest of the year in an Excel file.
- Library attendance figure reflects staff going inside and out for curbside delivery.

OLD BUSINESS:

- A grant was not awarded to the library in the first round of the Library Construction Grant from the State Library. 85 million was awarded of the 125 million from the referendum. Discussion was held about how the Library should proceed in submitting an application for the second round. Research will be done to see what projects were awarded grants and see if any further information on our project's scoring can be determined. If not awarded second round of grants, are there projects the library can do with the limited funds that it has.
- Cases of COVID are growing in town and Morris County. Library will follow guidance from health officials and town officials. Following Governor's orders as well. Board will trust the judgment of the director for changes in the library's operation. Director is also in touch with other Morris County library directors to see what other libraries are doing.

PUBLIC:

A motion was made by Ms. Dyer, seconded by Mr. Johnson, to open the Public portion of the meeting.

Melanie Ciampaglione wanted clarification if the Library has specific guidelines for closure or if there was a specific number that would automatically make the Library close. Board said that there is no specific number and that the director will be watching and talking with officials to make any determination. In March, when the Library closed, it did not have any safety measures in place. Now

that the Library has safety protocols, we are able to stay open with larger case numbers in town. The Director will continue to look at the numbers weekly and see where the numbers are going.

Maryellen Liddy is very comfortable doing the outside programming and that they have been going very well and have been very well received. The Board thanked Maryellen for her creativity and commitment during this difficult time.

A motion was made by Ms. Dyer, seconded by Ms. Breder, to close the Public portion of the meeting.

CLOSED SESSION:

- A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to go into Closed Session to discuss second signature on PO, Minute Taking and Director's Evaluation at 8:12 pm. A voice vote indicated all present in favor.
- A motion was made by Ms. Danforth, seconded by Mr. Johnson, and carried to go out of Closed Session at 8:42 pm. A voice vote indicated all present in favor.

ACTION FROM CLOSED SESSION:

Ms. Puppo will check with the auditor to see about the second signature for POs.

NEW BUSINESS:

The BOT meeting for November 2021 will be held on Wednesday, November 10th.

A motion to approve the Holiday Dates for 2021 and BOT Meeting Dates for 2021 was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve. A voice vote indicated all present in favor with no opposition expressed.

It was determined that in the also present section of roll will be several members of staff instead of listing all names for consistency.

A suggestion was made to perhaps change the name of the Fines and Fees Fund.

ADJOURNMENT: A motion was made by Ms. Dyer, seconded by Mr. Johnson, to adjourn the meeting at 8:44 p.m. A voice vote indicated all present in favor with no opposition expressed.

Kevin Borecki, Vice President