

Denville Public Library
121 Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, April 14, 2022, at Town Hall in the Community Room. Ms. Dyer called the meeting to order at 6:59 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: Susan Dyer
Robert Unrath
Michael Dunn
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo

Absent: Seth Johnson
Kevin Borecki
Tom Andes, Mayor
Christopher Golinski, Council Representative

PLEDGE OF ALLEGIANCE

MINUTES: The minutes from March 10, 2022 will be approved at the next Board meeting on 5/11/2022.

TREASURER'S REPORT: A motion was made by Ms. Dyer, seconded by Ms. Breder, and carried to approve the Treasurer's Report for the period ending March 31, 2022 and approve payment of bills on the Bill Lists dated March 31, 2022 and April 14, 2022.

Borecki __NA__ ; Johnson __NA__ ; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes __NA__ ; Breder __Y__

CORRESPONDENCE:

- Ms. Melanie received thank yous from Girl Scout Troop 98455 for their library tour.
- Mike Radvansky of AARP dropped off a basket of chocolates and a thank you card for our assistance with the scheduling of the tax appointments.

DIRECTOR'S REPORT:

- Spoke with both JSMT and Ionicnet regarding website redesign.
- Attended multiple meetings during the month.
- Picked up iPads from NJHealthConnect award and had training session at the Parsippany Library. The iPads should be usable by next week.
- Meeting with Steve Ward at Town Hall. Discussion of what's going on in the Township and at the Library.

- Meeting with Howie from NJSB regarding updating the playhouse quote and getting a quote to remove the reference area.
- Attended *Banned Books: When Books are Threatened, Where Do We Turn?* Webinar by Random House.
- E-Content Summit with the State Library and LibraryLinkNJ. Brainstorming session on state wide digital content.
- April 3-9 was National Library Week. The Mayor made a proclamation for it.
- The Women's Club collected goods for Easter Baskets from 3/6-4/2.
- lamhopeNJ collected goods for Easter Baskets from 3/15-4/12. From 3/15-4/2 the collection was only for things not being asked for by the Women's Club. After 4/2, it was opened to all goods.
- Outreach continues.
- A lot of interior building work during the month of March including DPW removing the tree from the children's room.
- The heating units in the main area of the library and children's were not working correctly. The units were reading 70 but with our portable thermometer unit it was reading upwards of 78. We lowered the units to only be set for 65 which helped some but it is still at times getting to 74. There was an issue with the HVAC company and paperwork but they will hopefully be coming finally on 4/12.
- One of our patrons, Gil Siegel, has been volunteering his time and sprucing up the Library landscaping.
- Childrens Take and Make Crafts continued – 912 kits distributed.
- Childrens storytimes continued.
- Adult programming continued.
- Shifting of Large Print collection to add shelves and make room for the expanded collection continued.
- Library of Things is now located on two large shelving units in the window.
- Displays are going well.
- One of our patrons stopped to tell Krys how much she enjoys the displays. She said the large fiction display is her first stop when she visits. She appreciates the monthly changing of the display and noted that this current display was a particular favorite for her. She pointed out that she likes the displays because they introduce her to authors and works she may not have noticed before.
- Clean Communities will be donating \$500. Still determining where we will use the funds.
- Rotary Club reached out looking for ideas of things to be considered for them to fund.

STRATEGIC PLANNING:

- No comments or questions.

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

- Statistical Report – acquisition of materials numbers were changed to reflect the numbers in the computer system. Added and discarded numbers will continue manually.
- Reference & Digital Resources Statistics – no comments or questions.

OLD BUSINESS:

- Reopening Updates

- No changes since last month. Everything stayed the same.
- Building Updates
 - Roof is still leaking. It will go out to bid in June.
 - Children’s window is still leaking but it will be repaired soon.
 - Back door repair, drainage fix and flooring replacement will not happen until June or later.
 - Bathrooms – Township engineer will be coming to look at. Any repair work will not happen until June or later.
 - Township engineer came and suggested placement of shed.
- Sandra Danforth Plaque
 - Will reach out to Beautification Committee again.
 - Dedication to be scheduled on a Saturday morning.
- School House Update & Subcommittee
 - No update
- Policy Manual Update
 - Lawyer is currently reviewing. Plan to present for approval at next BOT meeting on 5/11/22.
- Page Position
 - Lawyer is currently working on this.

PUBLIC:

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

No public in attendance.

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 Ms. Dyer, seconded by Mr. Unrath, and carried to go into Closed Session to discuss a personnel issue and a potential legal issue at 7:37 pm. A voice vote indicated all present in favor.
- A motion was made by Ms. Dyer, seconded by Mr. Unrath, and carried to go out of Closed Session at 7:53 pm. A voice vote indicated all present in favor.

ACTION FROM CLOSED SESSION:

A motion was made by Ms. Dyer, seconded by Mr. Breder, and carried to accept staff Leave of Absence request from 3/19/22 – 6/18/22.

Borecki _NA_; Johnson __NA__; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes _NA__ ; Breder Y_____

NEW BUSINESS:

- Director reminded Board of Trustees to complete their Financial Disclosure Statements.

A motion was made by Ms. Dyer, seconded by Mr. Unrath, and carried to approve the hiring of Donna Sikoral as of 3/28/22 and Caitlin Williams as of 3/22/22.

Borecki __NA__ ; Johnson __NA__ ; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes __NA__ ; Breder __Y__

- Discussion regarding JSMT Media providing website design services.

A motion was made by Ms. Breder, seconded by Mr. Unrath, and carried to approve Resolution 22-6, JSMT to provide website design services.

Borecki __NA__ ; Johnson __NA__ ; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes __NA__ ; Breder __Y__

- Discussion on updating Patron Code of Conduct and Accompanying Policies.

A motion was made by Ms. Dyer, seconded by Mr. Dunn, and carried to approve the updated Patron Code of Conduct and Accompanying Policies.

Borecki __NA__ ; Johnson __NA__ ; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes __NA__ ; Breder __Y__

- Discussion of having Food For Fines during the month of May 2022.

A motion was made by Ms. Dyer, seconded by Ms. Breder, and carried to approve Food For Fines for the month of May.

Borecki __NA__ ; Johnson __NA__ ; Unrath __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Andes __NA__ ; Breder __Y__

ADJOURNMENT: A motion was made by Ms. Dyer, seconded by Mr. Dunn, to adjourn the meeting at 8:06 pm. A voice vote indicated all present in favor with no opposition expressed.

Michael Dunn, Secretary