

Denville Public Library  
Diamond Spring Road  
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in virtual session on Thursday, August 13 2020, via the Internet using the Zoom app. The President, Ms. Dyer, called the meeting to order at 7:00 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  
Susan Dyer  
Robert Unrath  
Linda Breder

Also Present: Siobhan Koch, Library Director  
Several members of the public attended the

Absent: Janis Baggot  
Sandra Danforth  
Seth Johnson

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Mr. Borecki, seconded by Ms. Dyer, and carried to approve the minutes from July 9, 2020 and order them filed. A voice vote indicated all present in favor with no opposition expressed and Mr. Unrath abstaining.

**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 July 30, 2020 and approve payment of bills on the Bill List dated Aug. 10, 2020.

Borecki Yes ; Dyer Yes ; Unrath Yes ; Breder Yes

Absent: Baggot, Danforth, Johnson

#### **CORRESPONDENCE:**

None

#### **DIRECTOR'S REPORT:**

- Parking lot swaps with other libraries

- Considering restarting a delivery service to support Inter-Library Loan
  - No word from Library Link NJ on when their service will restart
- Curbside pickup remains in effect
- Ms. Koch and Ms. Puppo attended a webinar for OPRA
- Posted job descriptions
- An employee fell and broke their elbow doing curbside pickup. By all accounts it was an accident. The employee is back at work.
- Air Conditioning remains an issue
- Damage from Tropical Storm Isaias was minimal. Fortunate to have branches removed just prior.
- Continue to get good reviews for virtual programming
- Summer reading reached 150 registrants
- Adult services programming (trivia, yoga) is also going strong
- More details on the pop-up library will be coming next week (50-100 items are going out).

### **STRATEGIC PLAN REPORT:**

### **STRATEGIC PLAN GOALS:**

### **MONTHLY ACTIVITY REPORT:**

### **MONTHLY STATISTICAL REPORT:**

### **OLD BUSINESS:**

- Air Conditioning Unit will be installed this Monday, 8/17.
  - Plan to delay opening until 1pm to allow for Crane and construction equipment
  - Hope to have it in place by Monday evening
- Re-opening to the public
  - Have been waiting for air conditioning
  - Plans now call for admission by appointment
  - Earliest date is next Wednesday
  - Feedback from other libraries in area that have re-opened
    - Mostly positive
    - It's slower in terms of foot traffic
  - Legally we can tell people without a mask that they may be barred from entry

- Signage will clearly state rules
- Mr. Unrath discussed the importance of not having confrontation with the public, refer disturbances to the proper authorities / police
- The board discussed if we need to formalize metrics on if we needed to pause or roll-back reopening.
  - The board was generally in favor of giving Ms. Koch the authority to pause or shut down if she felt it was necessary, pending the next board meeting
- DEP approval
  - We heard that we've been approved by the DEP
  - We have 5 years from the date of approval
  - There are some stipulations
- Construction Grant update
  - The review committee is working through applicants; their decisions will go to the state librarian
  - We likely will not know the awards for a while yet, perhaps the end of the year.

**PUBLIC:**

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

- No questions / emails were raised.

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

**CLOSED SESSION:** There was no Closed Session.

**ACTION FROM CLOSED SESSION:** None

**NEW BUSINESS:**

- Kiwanis group is considering a fund-raiser. Would like to partner with the library. The group would like the Library to receive the funding.
  - There was some discussion on if they could work through the library directly (no 501c3) or via the Friends of the Library (501c3)
  - The fund-raiser will be a virtual alcohol tasting and be conducted via a Zoom call
  - Board confirmed it's sponsored / run 1by the Kiwanis
  - Siobhan will check with the town's lawyer to make sure there is no liability
  - Kiwanis would collect the money and then they would transfer it to the library
  - Possibly January

**ADJOURNMENT:** A motion was made by Ms. Dyer, seconded by Mr. Unrath, to adjourn the meeting at 7:42 p.m. A voice vote indicated all present in favor with no opposition expressed.

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Janis Baggot, Secretary