

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, February 14, 2019, at the library. The President, Mr. Johnson, called the meeting to order at 7:02 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
Susan Dyer
Seth Johnson
Robert Unrath
Linda Breder

Also Present: Siobhan Koch, Library Director
Stephanie Lyden, Council Representative
Susan Jansen, Staff

Absent: Janis Baggot

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Dyer, seconded by Ms. Breder, and carried to approve the minutes from January 10, 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 Ms. Dyer, seconded by Ms. Danforth, and carried to approve the Treasurer's Report for the period ending January 31, 2019 and approve payment of bills on the Bill List dated January 31, 2019.

Baggot __; Borecki __; Danforth _Y_; Dyer _Y_; Johnson _Y_; Unrath __; Breder _Y__

CORRESPONDENCE:

Ms. Koch and the Board received a letter from New Jersey Library Trustee Association in response to the Board's Resolution 19-6 regarding continuation of the library delivery system as it stands. They noted they understand the Board's concerns.

Ms. Koch and the Board also received a letter from Thomas Edison State University acknowledging receipt of The Board's Resolution in favor of continuation of the library delivery system as it is at present.

DIRECTOR'S REPORT:

Director Position – Ms. Koch has

- January 2nd – Pop Up Library at the Oaks with Ms. Lefkowitz and 1/8 at St. Francis with Ms. Jansen.
- January 3rd – Auditor came to explain some journal entries to Ms. Puppo and Ms. Koch. Also, he has revised the contract quote for 2019.
- January 4th – Primepoint Demo of their Scheduler Feature – this is too costly.
- January 8th – Supporting Civil Engagement Webinar

- January 11th – Virtual Town Hall Meeting for LibraryLinkNJ
- January 16th – Guerilla Branding for Libraries in Montville
- January 29th – Visited Cook’s Pond Senior Housing with Ms. Desai and discussed various ways the library could assist the residents. Beginning in February we will be doing a pop-up, a tech class and a book discussion group at the residence
- Ms. Koch weeded and inventoried the CD collection. We have weeded 161 CDs.
- The Clean Communities Grant gave us \$1,000 to purchase books relating to their cause. The library also received grant money from the Municipal Alliance for books.

Personnel

- Heather Schaefer has put in her letter of resignation. Her last day will be at the end of March. Ms. Schaefer has been a part time reference librarian at the Library since 12/29/2007.

Building and Grounds

- Mr. Bias reached out with two more engineering firms. One has since sent a proposal and the other is working on it.

Youth Services

- Ms. Liddy was notified that she was receiving a NJ Maker’s Day Mini-Grant in the amount of \$300, a SparkFun Partnership will be donating \$700 of STEM items from SparkFun. and the NJ Stem pathways Grant again for Maker’s Day in the amount of \$300.
- January 25th Ms. Liddy attended the Vorpel Robot Class to learn how to make and program the Vorpel Robot that she won in a lottery in December. Check out the video on Facebook of her creation.
- Ms. Ciampaglione purchased a Cricut machine with the \$500 from the ALA Hour of Code Grant.
- Ms. Ciampaglione held storytime for Lakeview, Ms. Kabshura held storytime at Denville Community Preschool, Ms. Ciampaglione held storytime at the Goddard Preschool.
- Ms. Liddy and Ms. Kabshura visited Early Head Start on 1/17 and held storytime with 33 in attendance. Ms. Liddy and Ms. Galarza-Payseur went on 1/25 and had 31 in attendance. Ms. Galarza-Payseur will be doing a bilingual storytime for the children.

Adult Services

- Ms. Lefkowitz continued the Oaks Book Group and the knitting group at St. Francis.
- Ms. Lefkowitz has been asked to continue co-chairing the Adult Services Committee.
- Ms. Desai has been asked to co-chair the new incarnation of the Digital Services/Tech Committee.

STRATEGIC PLAN REPORT:

Objective I – Access to Resources and Information Literacy

Objective II – Create Young Readers

- Special note: Read to a Dog on the first Saturday of the month had 24 in attendance.

Objective III – Making Informed Decisions and Getting Facts Fast

- Meditation with Karen Noel was offered on 1/14 at 6:30pm for adults and had 14 in attendance.
- Healing Crystals with Jennifer Kalawure, owner of Purple Om Yoga of Denville, was offered on 1/15 at 7pm with 16 in attendance.
- Yoga sessions were held for adults on 1/8, 1/15, 1/22 and 1/29 with 14, 15, 11 and 11.

There was a request for some Yoga, Meditation and Healing Crystals type classes on Saturday morning.

Objective IV – Satisfy Curiosity and Stimulate Imagination

Objective V – Visit a Comfortable Place

MONTHLY ACTIVITY REPORT:

- There continues to be an abundance of varied programs. The goal continues to be reaching people who don’t use the library.
- AARP training is for the Tax Aide program workers.

MONTHLY STATISTICAL REPORT:

- Numbers are up this January.
- RB Digital now has Marvel Comics available to patrons for download.

OLD BUSINESS:

- LibraryLinkNJ update: After the February 7, 2019 meeting of the LLNJ Board, they have decided to continue LLNJ for another year. Delivery cost to the libraries was \$500.00 for January to June 2019. Delivery will continue July through June of 2020. No mention was made about the type of service or if there would again be a cost to each library. There was also no definite note of if or what they would trim from their budget.
- MAIN Delivery Task Force continues to look for alternatives. They would like MAIN members to get more involved in LLNJ meetings and voice their concerns.
- After receiving an adjusted amount for services in their 2019 contract, a motion was made by Ms. Dyer, seconded by Ms. Danforth, and carried to approve the Resolution 19-2 Designation of Financial Auditors for 2019. A voice vote indicated all present in favor with no opposition expressed.
- The library is still awaiting paperwork from Baker & Taylor, so Resolution 19-5 Designation of Baker & Taylor as Book Materials Supplier for 2019 will be ready at the next meeting.

PUBLIC: There being no public in attendance, a motion was made by Ms. Danforth, seconded by Ms. Breder, 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:

- A motion was made by Mr. Borecki, seconded by Ms. Breder, and carried to approve the Job Description for Part-time Adult Services/Reference Library Assistant. A voice vote indicated all present in favor with no opposition expressed.
- Mr. Ciardi, Town Buildings/Technology Manager, has requested the town buy and install and maintain a WiFi booster for our library WiFi, to give internet access to the Denville Historical Society & Museum. The Board is agreeable if this repeater signal could be password protected for museum use only. Then the DHS&M would be considered a patron of the library.
- Please mark your calendars for the Town's first Committee Fair to be held on March 30. The library will have a table.
- There was concern about a quorum in June, but there should be enough members available to make a quorum.

ADJOURNMENT: A motion was made by Ms. Dyer, seconded by Ms. Danforth, to adjourn the meeting at 8:12 p.m. A voice vote indicated all present in favor with no opposition expressed.

Sandra Danforth, Secretary