

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, March 14, 2019, at the library. The Vice President, Ms. Dyer, called the meeting to order at 7:06 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: Janis Baggot
Kevin Borecki
Sandra Danforth
Susan Dyer
Robert Unrath
Linda Breder

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

Absent: Seth Johnson

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Mr. Borecki, seconded by Ms. Breder, and carried to approve the minutes from February 14, 2019 and order them filed. A voice vote indicated all present in favor with no opposition expressed and one abstention by Ms. Baggot.

TREASURER'S REPORT: A motion was made by Mr. Borecki, seconded by Ms. Dyer, and carried to approve the Treasurer's Report for the period ending February 28, 2019 and approve payment of bills on the Bill List dated February 28, 2019 and several March bills. A voice vote indicated all present in favor with no opposition expressed.

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

CORRESPONDENCE:

- Ms. Ciampaglione received a nice thank you note from a parent whose child had an accident.
- The State Library acknowledged receipt of our Resolution 19-6, regarding the continuation of statewide delivery of library materials.

DIRECTOR'S REPORT:

Director Position – highlights of Ms. Koch's month:

- February 4th – started the Pop-up Library at Cook's Pond with Ms. Desai
- February 20th – LibraryLinkNJ Virtual Town Hall
- February 21st – Meeting with Paul Ferriero Engineering and Stephen Bias regarding quote
- February 26th – Just One Thing: Training Staff for Customer Engagement Webinar
- February 27th – Friends of the Library Meeting

MAIN/LibraryLinkNJ/Technology

- The Envisionware console, print station and computers, scheduled to be upgraded on 3/13 has been postponed by MAIN. The console and print station will then be updated to the new machines sometime after that.

- On 3/9/19, a light in the fiction section, needing a new ballast and emitting a buzzing noise, has been fixed.

Personnel

- Two part time positions at the circulation desk and a part time position at the reference/adult services desk have all been posted.

Youth Services

- Family Game Night on 2/8 was a success with 43 in attendance. There was a lot of positive feedback about the interaction between parents/grandparents and their kids/grandkids. They requested another night.
- Chase from Paw Patrol came for a visit on 2/19 with 69 in attendance.
- Ms. Galarza-Payseur offered a bilingual storytime on 2/27 with 32 in attendance.
- Ms. Ciampaglione did outreach to Lakeview on 2/5, 2/19 and 2/26 and at Learning Experience on 2/22.
- The library did outreach at NORWESCAP at Peer Place on 2/7 (Ms. Liddy and Ms. Galarza-Payseur) and on 2/28 (Ms. Kabshura) with a total of 31 in attendance.

Adult Services

- 77 adult items were borrowed during our outreach events this month.
- Ms. Desai started the Cook's Pond Tech Connect on 2/11 with 6 people and the Cook's Pond Book Group on 2/25 with 8.
- The Knitting/Crocheting Group helped the Denville Beautification with the items they used to yarn bomb the fountain. See pictures on Facebook or drive by the fountain to see the result.
- We now have four passes to the U.S.S. Constitution in Boston as part of our museum pass program. 9 people can use the pass per visit. Ms. Ciampaglione found that they were offering it to libraries in the Northeast for free so Ms. Koch sent the request form.

STRATEGIC PLAN REPORT:

Objective I – Access to Resources and Information Literacy

Objective II – Create Young Readers

- Read to a Dog on the first Saturday of the month had 45 in attendance.
- Magic Tree House Book Club for grades 1+ was scheduled for 2/20 but postponed due to the snow.
- Bilingual Storytime for ages 2 – 6 was offered on 2/27 at 10:30am with 32 in attendance.
- Outreach continued at Lakeview School, The Learning Experience, and Peer Place.

Objective III – Making Informed Decisions and Getting Facts Fast

- Save the Ash Trees was cancelled due to snow on 2/12. It will be rescheduled. We will notify the Board and the lake communities when there is a new date.

Objective IV – Satisfy Curiosity and Stimulate Imagination

- Pottery for Kids was offered on 2/23 for ages 7+ at 10 and 11:30am with 13 and 14 in attendance.
- Build a Bear was offered on 2/28 for all ages with 48 in attendance.
- Passes have continued to be offered for Grounds for Sculpture, Imagine That!!!, Intrepid, and Morris Museum. U.S.S. Constitution passes will be offered starting in March.

MONTHLY ACTIVITY REPORT:

- We have less funds for programs, but have been applying for more grant money for programs.

MONTHLY STATISTICAL REPORT:

- Our circulation is up from February 2018. Displays attract people and weeding the collections has left shelves that are attractive and easier to browse.

OLD BUSINESS:

- A motion was made by Ms. Danforth, seconded by Ms. Dyer, and carried to adopt Resolution 19-5, naming Baker & Taylor as our primary books and materials vendor.

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

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

- The Board of Trustees can not accept the FOL's request for the Board to stuff their membership envelopes. Members interested in this will contact the FOL. They did suggest reaching out to their Friends membership or consider machine stuffing at the publisher.
- In honor of National Library Week, April 8-13, the library will offer Food for Fines. This will run the first two weeks of April and items collected will forgive Denville material fines only. Items collected will go to Denville Social Services.
- The library is now participating in the Clean Communities/Trex collection of plastic bags to be recycled by Trex.
- Our Circulation staff member, Meredith Olver, passed away on March 6, 2019. Her memorial will be March 24, 2019 at 11:30 at the Denville Community Church on Diamond Spring Road. The Board will make a memorial donation to Orphaned Pets in West Caldwell, as requested by her family.
- Ms. Koch gave the Board the Top 10 Main, a list of the most current technology and programs available to the MAIN consortium members.
- MAIN, along with FDU and Score, is offering an Entrepreneurial Mindset program, on April 1, 2019. Ms. Koch has forwarded the program information to the Denville BID.
- Ms. Koch has received three engineering proposals for the planned addition to the library. Before the Board chooses an engineering firm, they would like Ms. Koch to keep the Township Council informed. She will do this at the April 2, 2019, which the library has been invited to attend, in honor of National Library Week. The Board will choose a firm at the April meeting.
- The library is planning this year's Diwali program for a Saturday in October at Valleyview School. The Township Recreation Department would like to be involved this year. Recreation would handle registration and would likely charge a fee to attend. The Board would rather see a form of sponsorship, so admission to the program would be open to all. Ms. Koch, Ms. Desai and Ms. Ciampaglione will pursue possible sponsorship.

ADJOURNMENT: A motion was made by Ms. Danforth, seconded by Ms. Dyer, to adjourn the meeting at 8:45 p.m. A voice vote indicated all present in favor with no opposition expressed.

Sandra Danforth, Secretary