

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, March 10, 2022, at the Township in Council Chambers. The President, Mr. Johnson, called the meeting to order at 7:01 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: Seth Johnson
Michael Dunn
Kevin Borecki
Tom Andes, Mayor (arrived at 7:45 pm)
Linda Breder

Also Present: Siobhan Koch, Library Director
Christopher Golinski, Council Representative
Anne Puppo
Staff

Absent: Susan Dyer
Robert Unrath

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Breder, seconded by Mr. Borecki, and carried to approve the minutes with a date correction on closed session minutes from February 10, 2022 both; regular session and closed session and order them filed. A voice vote indicated all present in favor with no opposition expressed.

TREASURER'S REPORT: The Treasurer's Report was presented by Mr. Johnson. A motion was made by Mr. Borecki, seconded by Ms. Breder, and carried to approve the Treasurer's Report for the period ending February 28, 2022 and approve payment of bills on the Bill Lists dated February 28, 2022 and March 10, 2022.

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

CORRESPONDENCE:

- No correspondence

DIRECTOR'S REPORT:

- Met with Steve Ward and USA Architects at the School House.
- Met with Steve Ward and Debiasse and Seminara Architects at the School House.
- Attended multiple meetings during the month.

- Attended Thriving Friends; a joint meeting between BCCLS, MAIN and PALS libraries online via Zoom.
- Worked with DPW and Matt from Legacy Books regarding withdrawals of library books being brought to the DPW yard. The Library can now only bring 5 bins full every other week.
- State Report was submitted today, Thursday, March 10, 2022.
- The Union Contract was finalized on 2/26/22.
- Ilene and Cynthia held an Oaks pop up on February 2 with 27 checkouts.
- Krys held a book club at Cook's and brought over books for them to choose on February 14 with 8 checkouts.
- Alison Dudiak's last day of work was 2/22/22 and Michele Schoenberg's was 2/25/22.
- Circulation Assistant position was posted. There are two openings in circulation presently. One we are waiting for a background check on and the other is still having interviews.
- Children's assistant position was posted. Originally planned for temporary help from May-September. Changed position to permanent with less hours per week. Posting is open until Monday, March 14, 2022.
- Heater in the electrical room started making loud noises and was turned off. Ed came to look at it and replaced it on February 9.
- The Self Check machine was installed. There were 38 checkouts for the month of February on it.
- The camera system kept rebooting. AVS was called. Working on a replacement system but everything is backordered. The system is working now except for two cameras. AVS is coming tomorrow to give an estimate on the cameras.
- Fabio began work on closing the ceiling in children's. He then began fixing the office area ceiling on the 29th. The ceilings were finalized and painted on 3/4. The ceiling is now completed.
- Received a quote from Ed regarding the removal of electric from the tree in children's, the tables in the reference area and the reference desk. Reached out to DPW to see if they will be able to do the removal of the items. DPW coming next week to see if they can help in anyway.
- Take and Make Crafts continue.
- February storytimes all met in person in the meeting room.
- Craft Fun Friday on 2/4/22 was cancelled due to weather. 33 take home kits were given out instead.
- Adult Services continued virtual and in person programming.
- Adult Services have created additional displays.
- The Friends group gave \$1,800 towards programming (\$900 adult and \$900 youth), \$1,000 for e-books, \$1,700 for large print and \$1,500 for duplicate copies of the bestseller. We received the checks.
- Awarded 2 iPads as part of NJ Health Connect which is a Telehealth ARPA opportunity being run through the East Brunswick Public Library. Patrons will be able to borrow these iPads for telehealth appointments. iPads should be delivered in the next few weeks.

STRATEGIC PLANNING:

- No comments or questions.

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

- Statistical Report – no comments or questions.
- Reference & Digital Resources Statistics – no comments or questions.

OLD BUSINESS:

- Reopening Updates:
 - Discussed updating the staff masking policy.

Updated Policy: Library staff are required to wear a face covering (over their mouth and nose) in the building, while Morris County meets the levels recommended by the CDC for mask wearing, if it is required by New Jersey Executive Order or if it is recommended by the Health Department or the Township.

A motion was made by Mr. Borecki, seconded by Ms. Breder, and carried to approve the updated staff masking policy.

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

- Building Updates:
 - There was a leak under the kitchen sink that was fixed by the plumber.
 - Plumber suggested jetting the pipes to assist with our plumbing issues. He will discuss his ideas with John Ciardi.
 - Discussed the pooling of water by the foundation of the building when we get heavy rain.
- Sandra Danforth Plaque:
 - Confirmed with John Egbert that the DPW can store the rock/plaque until we are ready to install.
- School House Update
 - The Township has not chosen an architect yet. On hold until the budget line is there.

PUBLIC:

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

- No public in attendance.

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

NEW BUSINESS:

- Training
 - The BOT granted permission for the Library to close for a day of training.
 - The Police Department has agreed to present Situational Awareness Training.
 - EDGE New Jersey has agreed to present Practicing with Cultural Humility.
 - Patron Privacy will also be discussed during the training session.
 - A date for the training day still needs to be finalized.
- Policy Manual Update
 - All questions and suggestions should be sent to Siobhan by March 18, 2022 so the lawyer can review the proposed Policy Manual in time to be approved at the next BOT meeting on 4/14/22.

- Library Yarn Bombing
 - Discussed tree yarn bombing for Pride Month. The Library has participated the last 2 years.

A motion was made by Mr. Johnson, seconded by Ms. Breder, and carried to approve the Library tree yarn bombing for Pride Month.

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

- Page Position
 - Minors working at a Library don't have to get paid minimum wage rule but once the worker turns 18 they have to be paid minimum wage. In discussion with lawyer to make the position a High School position that would end the summer of senior year.

ADJOURNMENT: A motion was made by Mr. Borecki, seconded by Mayor Andes, to adjourn the meeting at 7:56. A voice vote indicated all present in favor with no opposition expressed.

Michael Dunn, Secretary