

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Wednesday, November 10, 2021, at the Township in Council Chambers. The President, Mr. Borecki, called the meeting to order at 7:09 p.m.

Mr. Borecki 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
Seth Johnson
Robert Unrath
Susan Dyer
Michael Dunn
Tom Andes, Mayor
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo
Staff
Public

Absent: Christopher Golinski, Council Representative

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Mr. Johnson, seconded by Ms. Breder, and carried to approve the minutes from October 14, 2021; both regular session and closed session and order them filed. A voice vote indicated all present in favor with no opposition expressed with Mr. Unrath abstaining.

TREASURER'S REPORT: A motion was made by Ms. Dyer, seconded by Mr. Johnson, and carried to approve the Treasurer's Report for the period ending October 31, 2021 and approve payment of bills on the Bill Lists dated October 31, 2021 and November 10, 2021.

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

CORRESPONDENCE:

- There was no correspondence.

DIRECTOR'S REPORT:

- Anne and Siobhan met with Dave Sipple and another member of the Beautification Committee to discuss the possibility of their assistance with beautifying the outside of the building. We are still waiting to hear back from them.
- We are waiting on Glenn from Maple Rock Communications to come back and evaluate wiring for wireless network print management for new laptops.

- Attended some webinars including DEI (Diversity Equity and Inclusion) Tools for Effective Communication.
- Attended Designing for the Future with David Vinjamuri at the Chester Library.
- The Library was awarded an Emergency Grant from the State Library for \$20,000.
- Attended Information Equity Conference online.
- Pop ups are continuing at the Oaks and Cook's Pond.
- The 1/3 mil funding increased by \$45,476.10 for 2022 to \$1,168,903.40.
- The State Aid check for 2021 was received in the amount of \$9,129 which is \$1,929 more than the library budgeted for this year.
- Johanna, the Library custodian is leaving. The Township is still searching for a replacement.
- The meeting room is completely finished.
- John and DPW moved everything out of the meeting room into the POD prior to the election and then moved everything back in the meeting room the day after the election.
- The POD was removed today, 11/10/21.
- Phase Associates will be coming on 11/17/21 to do retesting.
- As per the flooring company, the flooring in children's and by the emergency exit door cannot be completed until the leaks have been addressed.
- Even with the tarp up, it continues to leak in children's. Also still leaking from under emergency exit, from ceiling in reference and in storage closet. Money for the center roof and repair of the fascia in the back are being put into the budget for next year but will not take place until the spring.
- Stanley and Orke came and extended the two drainage pipes in the front of the building that were causing pooling of water on the walkways. Money is being budgeted for further drainage work in next year's budget.
- Youth services – Take and Makes Crafts continue. 508 kits distributed.
- Youth services storytimes continue.
- Celebrate the Children have begun to visit us again.
- Trunk or Treat was a huge success. 389 attendees (192 children, 195 adults & 2 teen volunteers)
- Adult services programs continued to be held virtually in October along with in person knitting/crocheting inside the library.
- Adult special programs continued virtually in October.
- Adult services book groups are going strong.
- Melanie signed up with Greater Than Games to receive free board games when they have extras. The first game received was Tak and will be added to our Library of Things.

STRATEGIC PLANNING:

- The Library will be adding the Brooklyn Botanic Garden, Yogi Berra Museum and The Children's Museum of Manhattan to our current library memberships.

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

- Statistical Report
 - Juvenile is doing very well. Teen is up. Adult is steadily increasing.
- Reference & Digital Resources Statistics
 - No questions or comments.

OLD BUSINESS:

- Sandra Danforth’s plaque was on display at the meeting. Plaque will be dropped off to DPW for rock installation.
- Discussion of staff emails regarding masking policy.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve updated masking policy.

1. Employees, regardless of vaccination status, will be required to wear masks in public areas and while assisting patrons.
2. Masks are required, regardless of vaccination status, for meetings between two or more employees in an office where at least six (6’) feet of separation cannot be maintained.
3. Masks are required everywhere inside the building for employees who have not voluntarily provided the Library with a copy of the vaccination card.

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

- Discussion of meeting room usage.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve meeting room usage for non-library small group functions with the following guidelines: must maintain 6 foot social distance, must sign waiver, no food and the groups are responsible for contract tracing.

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

PUBLIC:

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

- Staff members expressed their concern about the children’s room still leaking.

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

NEW BUSINESS:

- The director discussed updating the phone systems. Options are premise based and cloud based.
- Denville Voices/Critical Race Theory program was discussed and approved. The program will be a lecture with a question and answer by the lecturer at the end. Denville Voice members provided further information to the Board. A voice vote indicated all present in favor with no opposition.
- 2022 Auditor proposals discussed. The Library will continue to use Wielkotz & Company. A voice vote indicated all present in favor with no opposition.
- 2022 Attorney proposals discussed. We will schedule meetings with the firms the Board has narrowed it down to.
- Director Evaluation Subcommittee was created consisting of Mr. Johnson, Mr. Dunn and Ms. Dyer.

- Discussion of the renumbering of Resolution 21-10 A and Resolution 21-10 B

A motion was made by Mr. Johnson, seconded by Mr. Borecki, and carried to approve the renumbering of Resolution 21-10 A - American Rescue Plan Act of 2021 Grants for New Jersey Public Libraries and Resolution 21-10 B – Memorial Plaque Resolution

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

- 2022 DPL Holidays presented. 2022 BOT meeting dates discussed. Changed December 8, 2021 meeting to December 15, 2021.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve 2022 DPL Holidays and revised 2022 BOT Meeting Dates

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

CLOSED SESSION:

- A motion was made by Mr. Unrath, seconded by Ms. Dyer, and carried to go into Closed Session to discuss the union contract and director evaluation at 9:09 pm. A voice vote indicated all present in favor.
- A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to go out of Closed Session at 9:39 pm. A voice vote indicated all present in favor.

ACTION FROM CLOSED SESSION:

- No action needed.

ADJOURNMENT: A motion was made by Ms. Dyer, seconded by Mr. Unrath, to adjourn the meeting at 9:39 p.m. A voice vote indicated all present in favor with no opposition expressed.

Susan Dyer, Secretary