

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, November 10, 2022, in the Denville Public Library Meeting Room. 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: Seth Johnson  
Susan Dyer  
Robert Unrath  
Michael Dunn  
Kevin Borecki  
Tom Andes, Mayor  
Linda Breder

Also Present: Siobhan Koch, Library Director  
Anne Puppo  
Staff

Absent: Christopher Golinski

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Ms. Breder, seconded by Mr. Dunn, and carried to approve the minutes from October 13, 2022 both; regular session and closed session and order them filed. Ms. Dyer, Mr. Borecki and Mr. Unrath abstained from voting; all others present voted in favor with no opposition.

**TREASURER'S REPORT:** A motion was made by Mr. Unrath, seconded by Ms. Dyer, and carried to approve the Treasurer's Report for the period ending October 31, 2022 and approve payment of bills on the Bill Lists dated October 31, 2022 and November 10, 2022.

Borecki \_\_Y\_\_ ; Johnson \_\_Y\_\_ ; Unrath \_\_Y\_\_ ; Dyer \_\_Y\_\_ ; Dunn \_\_Y\_\_ ; Andes \_\_Y\_\_ ; Breder \_\_Y\_\_

#### **CORRESPONDENCE:**

- No correspondence.

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

- Siobhan reviewed highlights from the November 10, 2022 Director's Report.
  - NJ State Library is deciding what they will do regarding a statewide Ebook service.
  - Staff are reviewing the changes that JSMT Media made to the new website.
  - Broadvoice will be the Library's new phone service. Installation of the new system will take place in December. A phone call is scheduled for next week to determine the installation date.

- The Library had a very successful Thanksgiving food drive for Social Services.
- Outreach continues.
- Youth Services Take and Makes continue to be well received and storytimes are well attended.
- The Trunk or Treat, which was held on Sunday, 10/23/22, was well attended with 164 children and 181 adults. The Library received great feedback about the event.
- We participated in 2 Main wide virtual programs. The cost of the program is split among the participating Libraries. It is a very cost effective way to present programs.
- Adult programming continues. Mahjong Fridays resumed in October and have been well received.
- The Northstar Digital Literary License was extended and will be good until September 2023.
- NJ Health Connect has ended and we are still deciding what to do with the iPads.

**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:**

- Building Updates
  - The flooring in children's and by the emergency exit door will be installed next Friday, November 18, 2022.
  - The front drainage pits will also get installed next week.
  - Asked John to repaint the lines and directional arrows in the parking lot. He will speak with the DPW regarding this.
  - John met with a member of the town engineers to design a plan for the roof replacement that will be submitted to the Township for approval.
- School House Update
  - No update
- Strategic Plan
  - Elaine Muller from the FOL (Friends of the Library) and Susan Forrester have joined the subcommittee.
  - The survey is almost ready to be put out. The plan is for it to be put out in January 2023.
- Petty Cash Debit Card
  - Discussion of Resolution 22-9.

A motion was made by Ms. Dyer, seconded by Ms. Breder, to approve Resolution 22-9 – Debit Card Account.

Borecki \_\_Y\_\_; Johnson \_\_Y\_\_; Unrath \_\_Y\_\_; Dyer \_\_Y\_\_; Dunn \_\_Y\_\_; Andes \_\_Y\_\_; Breder \_\_Y\_\_

- Reminder – Trustee Basics: Library Law & Best Practices for Trustees, Tuesday, 11/15/22 @ 7:00 pm on Zoom

**PUBLIC:**

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

Maryellen Liddy, Denville Library Youth Services Supervisor, thanked Mayor Andes for attending the Trunk or Treat event. She also presented the Children’s Letters to Santa initiative. The Board agreed to the Letters to Santa program as long as it did not conflict with the Rotary’s Letter to Santa project.

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

**CLOSED SESSION:**

- A motion was made by Ms. Dyer, seconded by Mr. Borecki, and carried to go into Closed Session to discuss the timeline of the Director’s evaluation and personnel at 7:39 pm. A voice vote indicated all present in favor.
- A motion was made by Ms. Dyer, seconded by Mr. Dunn, and carried to go out of Closed Session at 8:14pm. A voice vote indicated all present in favor.

**ACTION FROM CLOSED SESSION:**

- No action needed.

**NEW BUSINESS:**

- 2023 Board Meeting Dates
  - Discussion of 2023 Board Meeting Dates.

A motion was made by Ms. Dyer, seconded by Ms. Breder, to approve the 2023 Board Meeting Dates.

Borecki \_\_Y\_\_ ; Johnson \_\_Y\_\_ ; Unrath \_\_Y\_\_ ; Dyer \_\_Y\_\_ ; Dunn \_\_Y\_\_ ; Andes \_\_Y\_\_ ; Breder \_\_Y\_\_

- 2023 DPL Holidays
  - 2023 DPL Holidays reviewed.

A motion was made by Mr. Borecki, seconded by Mr. Unrath, to approve the 2023 DPL Holidays.

Borecki \_\_Y\_\_ ; Johnson \_\_Y\_\_ ; Unrath \_\_Y\_\_ ; Dyer \_\_Y\_\_ ; Dunn \_\_Y\_\_ ; Andes \_\_Y\_\_ ; Breder \_\_Y\_\_

- Resolution 22-10 to Amend Budget
  - Resolution 22-10 was reviewed and discussed.

A motion was made by Mr. Dunn, seconded by Mr. Borecki, to approve resolution 22-10 – Resolution Authorizing Appropriation Transfer For Fiscal Year 2022.

Borecki \_\_Y\_\_ ; Johnson \_\_Y\_\_ ; Unrath \_\_Y\_\_ ; Dyer \_\_Y\_\_ ; Dunn \_\_Y\_\_ ; Andes \_\_Y\_\_ ; Breder \_\_Y\_\_

- Town Council Breakfast will be held on Saturday, January 21, 2023.
- Mr. Unrath and Mr. Borecki both submitted their resignations from the Library Board of Trustees with their last day of service being December 31, 2022.
- Morris County Library will be hosting their Centennial Celebration on Saturday, November 19, 2022, from 1pm – 5 pm.

**ADJOURNMENT:** A motion was made by Mr. Borecki, seconded by Ms. Dyer, to adjourn the meeting at 8:34pm. A voice vote indicated all present in favor with no opposition expressed.

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Michael Dunn, Secretary