

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, October 13, 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  
Michael Dunn  
Tom Andes, Mayor  
Linda Breder

Also Present: Siobhan Koch, Library Director  
Anne Puppò  
Staff

Absent: Susan Dyer  
Kevin Borecki  
Robert Unrath  
Christopher Golinski, Council Representative

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Ms. Breder, seconded by Mr. Dunn, and carried to approve the minutes from September 8, 2022 and order them filed. A voice vote indicated all present in favor with no opposition expressed.

**TREASURER'S REPORT:** A motion was made by Mr. Johnson, seconded by Ms. Breder, and carried to approve the Treasurer's Report for the period ending September 30, 2022 and approve payment of bills on the Bill Lists dated Septmeber 30, 2022 and October 13, 2022.

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

#### **CORRESPONDENCE:**

- No correspondence.

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

- Siobhan reviewed highlights from the October 13, 2022 Director's Report.
  - 9/6/22 – Phone call with Carla Foxx from Extel Communications regarding an updated premises base phone system. The Library will be updating the phone system to a hosted/cloud based system.
  - Library Staff were present at Denville back to school nights to share resources offered and make new cards; Riverview Elementary School on 9/14/22, Valleyview Middle

School on 9/15/22, Lakeview Elementary School on 9/21 and Morris Knolls High School on 9/29/22.

- Baker and Taylor is sending books again. There are still some issues with the customer service portal but orders can be placed and books are arriving every week. They have been dealing with a ransomware attack.
- JSMT Media has presented us with the newly designed website. We are now reviewing it for any changes that need to be made. Siobhan will send it the Board after the meeting.
- Outreach continues.
- The Staff Pick Display celebrated it's 1 year anniversary on 9/20/22. Over 600 books have been check out from the display.
- The State is providing two virtual training options for Narcan use. Staff that were unable to attend HopeOne's session have signed up for one of these.
- Roof bids were opened on 9/13/22. Roof bid was approved by the Mayor and Council on October 4, 2022.
- 9/19/22 – NJSB began working on the kitchen wall.
- 9/21/22 – AVS came and tried installing a new battery backup. It did not work. They will need to wait for the other unit that is on backorder until February. They also installed the last camera which is the outdoor camera in the back.
- The flooring in children's and the emergency exit door has not been done yet. John Ciardi will once again be following up.
- 10/11/22 – The markings have been done so that the drainage company will be able to come and put in the drainage pits. John Ciardi thinks this will happen next week and thinks the front entrance will need to be closed as they work. We will use the meeting room entrance to access the Library.
- Youth services Take and Makes continue to be a huge success. Also their storytimes are well attended.
- Adult services programming continues. We have started doing joint programs with other libraries.
- Mahjong resumed on October 7, 2022 and will continue weekly on Friday morning.

#### **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
  - No updates.
- Building Updates
  - Building updates were already addressed in Director's Report.

- School House Update
  - There was another meeting with the architect. Siobhan reviewed the plans with the Board. The final decision will be made during the Township budgeting process. As per previously discussed, the Mayor is still proposing a Library contribution of \$200,000 toward the project for the Library to have priority usage of the building. The Board will need to discuss and make a decision.
- Audit
  - Revised Audit was emailed to all Board members for review prior to Board Meeting.

A motion was made by Mr. Dunn, seconded by Ms. Breder, and carried to approve the 2021 Audit.

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

- Strategic Plan
  - Siobhan will send the survey that was created to the library board members to review and give feedback. Peter Zablocki has joined the subcommittee. We are still waiting on a FOL board member and one more public member to complete the subcommittee.

**PUBLIC:**

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

Maryellen Liddy, Denville Library Youth Services Supervisor, invited the Board to stop by the Trunk or Treat scheduled for 10/23/22 from 2:00 – 4:00 pm in the lower Bloomfield Lot. 160 kids are signed up to attend the event.

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

**CLOSED SESSION:**

- A motion was made by Mr. Dunn, seconded by Ms. Breder, and carried to go into Closed Session to discuss personnel at 8:26 pm. A voice vote indicated all present in favor.
- A motion was made by Mr. Dunn, seconded by Ms. Breder, and carried to go out of Closed Session at 9:26 pm. A voice vote indicated all present in favor.

**ACTION FROM CLOSED SESSION:**

- No action needed.

**NEW BUSINESS:**

- Petty Cash Debit Card
  - Discussion with Board about getting a petty cash debit card. They are all on board with the idea so Siobhan and Anne will reach out to Auditor and Provident Bank and get necessary documents.
- Resolution for Uline (22-7)
  - Discussion of Resolution 22-7.

A motion was made by Mr. Dunn, seconded by Ms. Breder, to approve Resolution 22-7- No Claimant Signature for Uline.

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

- Resolution for Uline (22-8)
  - Discussion of Resolution 22-8.

A motion was made by Mayor Andes, seconded by Ms. Breder, to approve Resolution 22-8 – Resolution Against Book Bans.

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

- Chief's Recommendation
  - The Chief is doing research to create an ordinance banning concealed weapons in Township buildings.

**ADJOURNMENT:** A motion was made by Ms. Breder, seconded by Mr. Dunn, to adjourn the meeting at 9:27 pm. A voice vote indicated all present in favor with no opposition expressed.

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Michael Dunn, Secretary