

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, September 8, 2022, in the Denville Public Library Meeting Room. The President, Mr. Johnson, called the meeting to order at 7:05 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  
Michael Dunn  
Kevin Borecki  
Tom Andes, Mayor  
Linda Breder

Also Present: Siobhan Koch, Library Director  
Anne Puppo  
Staff

Absent: Robert Unrath  
Christopher Golinski, Council Representative

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Ms. Dyer, seconded by Mr. Dunn, and carried to approve the minutes from August 11, 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. Borecki, seconded by Ms. Breder, and carried to approve the Treasurer's Report for the period ending August 30, 2022 and approve payment of bills on the Bill Lists dated August 30, 2022 and September 8, 2022.

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

#### **CORRESPONDENCE:**

- The Board received a thank you from Annalyne Burke for Sandra Danforth's plaque and dedication ceremony.

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

- Siobhan reviewed highlights from the September 8, 2022 Director's report.
  - 8/3/22 - HopeOne came to provide training and information for staff and patrons.
  - 8/8/22 – School House Meeting with architect and committee.
  - 8/12/22 – Visited the store front of the cabinet maker to see the cabinet color and to see choices for countertops. Everything is on order.

- Dover's opening will be September 12<sup>th</sup>.
- Outreach continues.
- Jacob Levy resigned as part time youth services assistant. His last day was 8/25/22. Caitlin Williams has added these hours to the schedule she already works.
- Hannah Whitmore resigned from the position of page now that college is starting. Her last day was 9/1/22.
- Multiple patrons left positive Google and Facebook reviews.
- Roof bids will be opening 9/13/22.
- 8/22/22 – heavy rainfall. New roof leaks from the light fixture over the blu ray collection and over circulation desk under the ceiling tiles. All other previous problem areas did not leak including under the emergency door.
- Ed fixed the two lights from the violations from the fire inspection. The two fire extinguishers still need to be checked.
- Trunk or Treat is scheduled for Sunday, October 23<sup>rd</sup> with a rain date of October 30<sup>th</sup> in the lower Bloomfield Lot.
- Summer Reading Finale Fun Night was held on 8/19/22 with 139 attendees using timed ticketed entry. Maryellen received multiple positive emails regarding the event.
- Over 500 staff picks have circulated since the display started. Krys has made sure to keep the display fresh with new topics and the staff are continuing to make suggestions. 104 books checked out in August alone.
- Adult services continued their programming and outreach.

#### **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
  - All 8 computers in reference are open again along with 1 computer in the front of the Library with the scanner.
- Building Updates
  - Flooring is coming in.
  - Drainage fix will be done this fall.
  - Roof bids will be opening next week.
  - We still don't have all the furniture estimates. They are very busy with all the libraries that were awarded grant money. If necessary, the Board agreed to use money from capital towards the furniture purchase.
- School House Update & Subcommittee
  - There was a meeting today, Thursday, September 8, 2022. The Architect presented the plans but no figures. Revisions to the plans were discussed. Revised plans will be sent

out next week. Next meeting on Tuesday, September 20, 2022 will discuss revised plans and itemized figures.

- Page Position
  - No update.

**PUBLIC:**

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

- No comments or questions.

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

**CLOSED SESSION:**

- No closed session.

**NEW BUSINESS:**

- Audit
  - We are currently waiting on answers to questions sent to the auditor.
  - Will send out the revised draft with plan to approve at next BOT meeting on 10/13/22.
- Strategic Plan
  - Our current Strategic Plan is expiring soon.
  - Supervisors are currently developing ideas for the survey along with what feedback they would be interested in receiving.
  - Community feedback is important – possible focus groups/listening sessions.
  - Subcommittee was created. Subcommittee includes Mr. Dunn, Ms. Dyer and Ms. Breder. Would also like to add (1) Friends of the Library board member and (2) members of the public.
- Fine Free
  - Discussed Denville Library going fine free – only for late fees. Not for Library of Things, Museum Passes and Hot Spots.
  - Fosters goodwill with the communities.
  - ALA recommends it.
  - Three libraries have already done it and have found it very successful.

A motion was made by Ms. Dyer, seconded by Mr. Dunn, and carried to approve the elimination of Fines on Denville items with the exception of Library of Things, Museum Passes and Hot Spots.

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

Ms. Koch announced a Training Session for Trustees is scheduled for November 15, 2022 and also Trustee Institute on October 8, 2022.

**ADJOURNMENT:** A motion was made by Mr. Dunn, seconded by Mr. Borecki, to adjourn the meeting at 8:28 p.m. A voice vote indicated all present in favor with no opposition expressed.

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Michael Dunn, Secretary