

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 9, 2023, in the Denville Public Library Meeting Room. The President, Ms. Dyer, called the meeting to order at 7:06 p.m.

Ms. Dyer 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
Robbie Simpson
Carlos Duarte
Tom Andes, Mayor
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo
Staff

Absent: John Murphy, Council Liaison

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Mr. Johnson, seconded by Mr. Simpson, and carried to approve the minutes from October 12, 2023 both and order them filed. A voice vote indicated all present in favor with 1 abstention – Carlos Duarte.

TREASURER'S REPORT: A motion was made by Mr. Dunn, seconded by Ms. Dyer, and carried to approve the Treasurer's Report for the period ending October 31, 2023 and approve payment of bills on the Bill Lists dated October 31, 2023 and November 9, 2023.

Johnson__Y__ ; Dyer __Y__ ; Dunn__Y__ ; Simpson__Y__ ; Duarte __Y__ ; Andes __Y__ ; Breder _Y__

CORRESPONDENCE:

- No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from the November 9, 2023 Director's Report.
 - Attended normal monthly meetings.
 - 10/6 – Attended the Friday Fun Book Group to answer questions from the group about Libraries and Librarianship.

- The Library was notified that Lillian E. Oshima, who passed away on 10/2/23, left the Library in her will.
- Spoke at Rotary Meeting on 11/2 about various library services.
- 10/8 – Fireman’s Festival (MC and LSR)
- 10/8 – Fireworks (MH, AP and SK)
- 10/21-22 – Lakeview Scavenger Hunt – the Library was one of the locations
- Thanksgiving Food Drive Location for Social Services – 10/30-11/17
- Asked to be the on the Communications Committee for the Denville Township Schools.
- 10/22 - Trunk or Treat – 404 attendees
- The Immersive Reality books purchased through LibraryLinkNJ’s Level Up Grant are now on display and circulating.
- Playaways have been removed from the collection.
- Outreach, storytime and adult book groups continue.

STRATEGIC PLANNING:

- We have received very positive feedback on the Library Speakers Consortium Author Talks.

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 Update
 - Floor has been ordered. The sound deafening material is backordered.
 - Not sure if the other roofing company came to fix the remaining leaks yet. The Mayor and Siobhan to discuss with John Ciardi.
- School House Update
 - Next meeting with the architect is 12/5/23 @ 9:00 am.
- Strategic Plan
 - The staff is currently working on updates.
- Technology
 - The technology policy was sent to the attorney for review.
 - We are still waiting to hear back from the JIF if we will need to have a separate policy from the Township.
- Protection of Minors
 - The policy was reviewed and discussed.
 - Siobhan will reach out to the attorney and other libraries prior to the next meeting.

- Council Budget Presentation
 - Discussed changing the date of the 2024 Council Budget Presentation.
 - The tour of the Library will be at 6:30 pm and then back to Town Hall for the 7:00 pm presentation.

A motion was made by Mr. Johnson, seconded by Mr. Dunn, to approve to move the Council Budget Presentation from January 23, 2024 to January 22, 2024.

Johnson __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Simpson __Y__ ; Duarte __Y__ ; Andes __Y__ ; Breder __Y__

PUBLIC:

A motion was made by Mr. Johnson, seconded by Ms. Dyer, to open the Public portion of the meeting @ 8:29 p.m.

- No public in attendance.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, to close the Public portion of the meeting @ 8:29 p.m.

CLOSED SESSION:

- A motion was made by Mr. Johnson, seconded by Mr. Dunn, and carried to go into Closed Session to discuss the director evaluation process at 8:30 pm. A voice vote indicated all present in favor.
- A motion was made by Mr. Duarte, seconded by Mr. Simpson, and carried to go out of Closed Session at 8:46 pm. A voice vote indicated all present in favor.

ACTION FROM CLOSED SESSION:

- None

NEW BUSINESS:

- Meeting Room Policy Update
 - Updated Meeting Room Policy was reviewed.

A motion was made by Mr. Johnson, seconded by Mr. Duarte, to approve the updated Meeting Room Policy.

Johnson __Y__ ; Dyer __Y__ ; Dunn __Y__ ; Simpson __Y__ ; Duarte __Y__ ; Andes __Y__ ; Breder __Y__

- Little Art Gallery
 - The Denville Arts Council is wondering if the Library would be interested in having a Little Art Gallery.
 - Board and Mayor needed additional information but were open to hearing more.

- Holiday Open House
 - The Library will be participating with Downtown Denville. Melanie will be doing storytimes and dance parties at Gateway to the Arts during the Holiday Open House on Friday, November 24, 2023.

ADJOURNMENT: A motion was made by Mr. Duarte, seconded by Mr. Simpson, to adjourn the meeting at 9:03 pm. A voice vote indicated all present in favor with no opposition expressed.

Carlos Duarte, Secretary