

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, February 9, 2023, in the Denville Public Library Meeting Room. The President, Ms. Dyer, called the meeting to order at 7:00 pm.

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
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppo
John Murphy, Council Liaison

Absent: Tom Andes, Mayor

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Mr. Johnson, seconded by Ms. Breder, and carried to approve the minutes from January 12, 2023 and the minutes from the Council Presentation on January 21, 2023 and order them filed. A voice vote indicated all present in favor with no opposition expressed with Mr. Johnson abstaining from the Council Presentation minutes from January 21, 2023.

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

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

CORRESPONDENCE:

- No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from the February 9, 2023 Director's Report.
 - January 17, 2023 – Meeting at town hall with the cleaning service, John Ciardi, Steve Ward and the Dept Heads regarding the failure of the service to do everything they are contractually obligated to do. Since there was no improvement from the cleaning service after the meeting the Township has decided to break the contract. Sonia Castano and Johanna Roman Nunez will be filling in.

- January 19, 2023 – Judge for Spelling Bee for the Woman’s Club of Denville/Rockaway
- Tax appointment scheduling for AARP at town hall began on 1/23. All appointments have been filled as of 2/6. We are giving them alternative locations when they call looking to make an appointment.
- Strategic Planning Survey was first put out on 1/21 but the big publicity push was in the following two weeks. The director will send an email to the Board of Trustees listing everywhere the survey was sent.
- The Friends group has donated \$8,305 for the copier and Jamex bill and coin machine we purchased. We have added signs on each saying “Generously Donated by the Friends of the Library”.
- Book groups for adults, outreach and storytimes continue.
- Cynthia Murphy, part time adult services library assistant, has given notice that she will be leaving at the end of March. We will be advertising for the position soon.
- New website is almost here. It looked good during testing. Website event and rsvp is being reviewed by Childrens and Adult departments to see if the new product will meet the need and how it will integrate with Eventbrite.
- 514 Take and Make Craft kits distributed.
- Visit from Celebrate the Children on 1/3 (MC) 15, on 1/9 (MC/NP) 21 and visit and tour on 1/10 (MC) 30.
- NY Transit Museum and Museum of the American Revolution have been added to the museum pass program. Liberty Science Center is also providing a discount for anyone that shows their library card. John Ciardi made a Facebook post regarding the Library Museum Pass Program and another about the Library survey.

STRATEGIC PLANNING:

- We are still working with the old Strategic Plan and will update once the new one is complete.

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
 - Light fixtures were fixed by the electrician.
 - Working on finalizing furniture selection. Furniture will take approximately 4 months once the order has been placed.
- School House Update
 - No update
- Strategic Plan
 - Surveys are out.
 - The survey will run through the end of February.
 - Ms. Dyer will post on about the Library survey on Denville Residents & Business Owners, Denville Resident to Resident and Rock Ridge Facebook pages. Rock Ridge will be

putting information about the survey in their newsletter and a number of places have shared the survey already.

PUBLIC:

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

- No public in attendance.

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

NEW BUSINESS:

- Laura San Roman has been hired for the Part time Youth Services Assistant.

A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve Laura San Roman moving from College Page to Part time Youth Services Assistant as of 1/30/23.

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

ADJOURNMENT: A motion was made by Mr. Simpson, seconded by Mr. Dunn, to adjourn the meeting at 7:37 pm. A voice vote indicated all present in favor with no opposition expressed.

Carlos Duarte, Secretary