

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, May 11, 2023, in the Denville Public Library Meeting Room. The President, Ms. Dyer, called the meeting to order at 7:08 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
Carlos Duarte
Tom Andes, Mayor
Linda Breder

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

Absent: Robbie Simpson

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE FOR AL ATKINSON

MINUTES: A motion was made by Mr. Johnson, seconded by Ms. Dyer, and carried to approve the minutes from April 13, 2023 and order them filed. A voice vote indicated all present in favor with no opposition expressed with Mr. Duarte and Ms. Breder abstaining.

TREASURER'S REPORT: A motion was made by Mr. Dunn, seconded by Mr. Johnson, and carried to approve the Treasurer's Report for the period ending April 30, 2023 and approve payment of bills on the Bill Lists dated April 30, 2023 and May 11, 2023.

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

CORRESPONDENCE:

- No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from the May 11, 2023 Director's Report.
 - Meetings with Glenn from the networking company and Ed the electrician to discuss necessary work for the new reference desk. Also met with flooring company to discuss

flooring options once large computer workstation is removed. Siobhan hopes to have pricing information for next board meeting.

- Additional strategic planning meetings with community leaders.
- Attended multiple webinars including Chat GPT for Libraries.
- 4/19 – Attended the supervisor’s version of the Anti-harassment Training the Town Hall presented with Lynn, Ilene, Maryellen and Anne.
- 4/25 - Attended the Mayor and Council Meeting to receive the Library Week Proclamation.
- 4/12 – Beds were mulched and lawn was treated.
- 4/17 – Drapes were cleaned and returned to the meeting room.
- 4/24 – Roof supplies began arriving in the parking lot. Roof work was to begin the week of the 24th but all the permits were not finalized so it was delayed a week. Roof work began on 5/1 and then was delayed by the rain. Three days were spent working on the roof. As of today, Thursday, 5/11, the roof just needs inspections and finishing touches.
- Outreach, book groups for adults and children’s storytimes continue.
- Girl Scout Silver Award was done on 4/22 by Natalie Gross. 15 attendees made blankets for puppies.
- Trivia with Krys and Jenny has ended. Final Trivia was in May.
- Seed packets have been distributed.
- 4/24 – Denville Library was awarded one of the Level Up Your Library Grants from LibraryLinkNJ. They received 102 applications totaling more than \$400,000. LibraryLink has set aside up to \$100,000 for this program. Maryellen’s application was to purchase 25 IR (Immersive Reading) Books, along with replacement goggles and a UV sanitation station. The books will be rolled out in October according to the grant timeline. We will receive \$1431 for the project.

STRATEGIC PLANNING:

- (4) new library cards were opened on 5/7 at the Green Fair.
- The summer reading kickoff program held on 5/7 at Lakeview School had over 300 people attend. This was accomplished through staggered entry times.

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
 - Already discussed in the Director’s Report.
- School House Update
 - Town’s architect to draw up plans sometime after 5/27, when the town’s capital budget becomes available.

- Strategic Plan
 - More meetings with community leaders. In the process of wrapping up the community leader portion. The meetings have been very beneficial in strengthening relationships and coming up with ideas to work together.

PUBLIC:

A motion was made by Mr. Johnson, seconded by Mr. Duarte, to open the Public portion of the meeting at 7:45 pm.

- No comments from the public.

A motion was made by Mr. Johnson, seconded by Mr. Duarte, to close the Public portion of the meeting at 7:46 pm.

NEW BUSINESS:

- Bylaws
 - Discussion of Bylaw changes. Updated Bylaws will be presented at the next BOT meeting and will be voted on.
- Audit
 - Discussion of First Amendment Audits. Mr. Johnson and the director attended the State Library webinar. No guidance was given. The Township attorney is currently reviewing some documentation. We will also reach out to the Library attorney for guidance.
- Updating Rules of Conduct
 - Discussed edits to Rules of Conduct.

A motion was made by Mr. Johnson, seconded by Mr. Dunn to update Patron Code of Conduct to remove R and S and to modify 2 to remove "and stomach".

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

- Programs
 - Discussion of the Library having walking programs and cultural programs. The director will check with the lawyer on the cultural programs. The walking programs will be discussed with the insurance representative for the town.
- At the MAIN meeting today, 5/11/23, it was decided that New Providence and Raritan will be joining MAIN.
- The director will be on the Advisory Council of the Denville Arts Council. They will have their first meeting at the end of May. The Library Board had no opposition to the director being on the Advisory Council of the Denville Arts Council.

ADJOURNMENT: A motion was made by Mr. Johnson, seconded by Ms. Dyer, to adjourn the meeting at 8:52 pm. A voice vote indicated all present in favor with no opposition expressed.

Carlos Duarte, Secretary