

Denville Public Library
Diamond Spring Road
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in a special session on Saturday, January 21, 2023 in the Library meeting room. The President, Ms. Dyer, called the meeting to order at 9:06 am.

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: Susan Dyer
Michael Dunn
Carlos Duarte
Robbie Simpson
Tom Andes, Mayor
Linda Breder

Also Present: Siobhan Koch, Library Director
Anne Puppò
Glenn Buie
Angela Cote
Harry Fahrer
Gary Borowiec
Christopher Golinski
Christina Kovacs
John Murphy, Council Liaison
Steve Ward
Tara Pettoni
Jessica Falce
Public

Absent: Seth Johnson

PLEDGE OF ALLEGIANCE

Ms. Dyer welcomed everyone. She then provided opening remarks which included thanking the Town Council for their partnership and how she was looking forward to sharing the highlights of the year along with the wonderful programming accomplishments from the year which were displayed on the slide show that was playing behind her. Ms. Dyer then introduced Ms. Koch. Ms. Koch provided an overview of the year. The pandemic continued to challenge the Library in 2022. Staff continued to think outside the box in order to service our patrons in the safest ways possible. Virtual programming continued and in person programming returned with limited participation. We also began hybrid programming, offering our patrons the choice of being in person or attending the program virtually. Curbside pickup is continuing for library materials, printouts and for take home craft kits.

- The Library was able to repay the town \$15,215 of the mold remediation work done in 2021, after receiving the funds from an Emergency Grant awarded in 2021 but received in 2022. We received \$20,000 from the grant of which \$4,785 was used to replace programming supplies that were damaged and discarded due to the mold.
- The staff is dedicated to providing free, quality programming to the residents of Denville.
- After hours and offsite programming have been done to accommodate more people.
- Bi-weekly storytimes were held at the Rockaway Mall.
- The Denville Municipal Alliance gave \$500 towards the spice club for adults and craft supplies for craft classes for adults.
- The Denville Clean Communities bought 900 small totes for the Library and 400 large totes. They also allowed us to purchase \$500 worth of ebooks on sustainability and pollution topics.
- The Friends of the Library donated \$1,000 for e-books/e-audiobooks, \$1,700 for large print books, \$1,800 for programming and \$1,500 for duplicate copies of popular titles for the Library.
- The Library took part in NJ Health Connect. We had two iPads given to us for Telehealth appointments. The program ended in October and we now have the iPads for our own use.
- Received a Northstar Digital Literacy License from the State Library allowing our patrons to take classes on digital literacy and receive a certificate of completion.
- The Rotary Club donated \$2,500 for the library to replace the water fountain with a bottle refill station.
- We are always seeking out new grants.
- Tax appointments for AARP are made by Library Staff for the free tax service offered. The service is provided at town hall.
- MAIN changed its name to the Main Library Alliance.
- The director reviewed the ROI (Return On Investment) flyer from Main Library Alliance.
- The Denville Library has gone fine free on overdue Denville Library items other than museum passes and Library of things. There has been no significant increase in overdue notices.
- Library circulation was up by 21% over last year. This number is inclusive of digital materials. Children's was up by 16.4% and is well over prepandemic levels. This number is inclusive of physical books only. Adult physical books went up by 11.3% and we are close to our prepandemic numbers.
- The Library expanded the Library of Things collection. Two of the most popular items in 2022 were the ghost hunting kit and the laser tag.
- PressReader continued for e-newspapers and e-magazines. This provides national and international resources.
- Childrens sends out their Newsletter twice weekly through Constant Contact.
- Adults sends out their Newsletter monthly through Constant Contact.
- The Council suggested advertising the Museum Pass Program on the Township website, township calendar and mentioning it at the senior meetings.
- Repairs to the building this year included repairs to the toilets, HVAC and roof. Replacement of the wall between the kitchen and janitor's closet, the floor in the janitor's closet and the cabinets in the kitchen area. Installation of a drainage pit to help with the pooling water issues. Installation of an awning over the back emergency door to alleviate the water running underneath into the library.

- A new phone system was installed in December. The Library is now on a cloud based system instead of a premises based one.
- The library plumbing issues will need to be addressed if they continue to be an issue.

2023 Where Are We Going?

- There will be a big change to the nonfiction and computer area of the Library. The computer bank and reference desk will be removed. A mobile reference desk, a laptop bar along the window, comfortable seating with tablet arm for laptops, and two more tables will be added. Ten shelving columns will be removed to add more space for seating as well. There will be more displays added. Laptops will be utilized so that patrons can choose where they want to sit to use the internet. We are still working on what other changes we can make to alleviate the space constraints in children's and teen areas.
- We are looking forward to the roofing project by the town being completed. Hopefully this will solve the remainder of the leaks. When the drainage pit is added in the spring, it will hopefully alleviate the remaining flooding issues.
- We will continue to do outreach where possible. The Oaks and Cook's Pond will continue book groups and pop-ups. We will once again hold storytime at the various Lakes in the summertime and participate in town events. We will look for more ways to provide outreach to our residents.
- Two new museums have been added to our pass program, the Museum of the American Revolution in Philadelphia and the New York Transit Museum. The Library of Things will continue to expand.
- An updated strategic plan will be made this year. The Survey is being released today. Please fill it out.
- Donate items for our programming through our Amazon Wishlist. Also, sign up for our adult programming and youth services programming newsletters from our website www.denvillelibrary.org. Follow us on our Instagram and Facebook pages to see what is happening at the Library.

Budget

- Ms. Koch reviewed the budget. The allocation from the Township went up by over \$90,000. Previous year funds of \$11,695 were carried over from last year to use for renovations if needed. The contingency line will move to the capital line at the end of the year.
- The Board of Trustees have agreed to donate up to \$200,000 towards the School House Renovation. The Library would need to enter into a written agreement before any money would be given. Question was asked regarding who would be responsible for the scheduling of the School House? Steve Ward said that the scheduling for the School House would be done by the Township. The Mayor said "We want the library to be comfortable in every way-not burden them with scheduling. We want it to work." The Township would also be responsible for the cost of the utilities and the phone service.
- Library statistics were reviewed with no questions.

PUBLIC:

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

- No comments or questions.

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

ADJOURNMENT: A motion was made by Ms. Dyer, seconded by Mr. Dunn, to adjourn the meeting at 10:09 am. A voice vote indicated all present in favor with no opposition expressed.

Carlos Duarte, Secretary