

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, June 13, 2024, in the Denville Public Library Meeting Room. The Treasurer, Mr. Johnson, called the meeting to order at 7:03 p.m.

Mr. Johnson announced that the notice requirements of the Open Public Meetings Act of the State of New Jersey for this meeting have been satisfied. Annual notice of the meetings of this Board, containing the time, date and location of this meeting is posted on the outside door of the Public Library and on the bulletin board at Town Hall. The annual notice was transmitted to two newspapers and filed with the Clerk of the Township of Denville.

ROLL: Present: Seth Johnson, Treasurer
Nancy Gerhardt, Secretary
Tom Andes, Mayor
Tara Baumann
Linda Breder, Superintendent Alternate

Also Present: Siobhan Koch, Library Director
Anne Puppo, Manager of Administrative Services

Absent: Michael Dunn, President
Carlos Duarte, Vice President
Angela Cote, Council Liaison

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Breder, seconded by Mr. Johnson, and carried to approve the minutes from May 9, 2024 both; regular session and closed session and order them filed. A voice vote indicated all present in favor with no opposition expressed and Mayor Andes and Ms. Gerhardt abstaining.

TREASURER'S REPORT: A motion was made by Mr. Johnson, seconded by Ms. Breder, and carried to approve the Treasurer's Report for the period ending May 31, 2024 and approve payment of bills on the Bill Lists dated May 31, 2024 and June 13, 2024.

Dunn-absent; Duarte-absent; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

CORRESPONDENCE:

- No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from June 13, 2024 Director's Report.
 - May 12 – Displayed the children's artwork at Art in the Park by the Denville Arts Council.
 - May 13 – Maryellen presented at the Board of Education meeting regarding the Neurodiversity books purchased by Lakeview.
 - May 21 – Presentation to the Sunrise Rotary about the Library and its services.
 - May 30-31 – NJLA Conference in Atlantic City
 - June 1 – Display of the Fairy House that Melanie made for the Library on the Fairy Trail Walk of the Denville Art's Council
 - June 2 – Rotary Street Festival with Kade and Matthew.
 - Storytimes, outreach and book groups for adults continue.
 - Kelly Pereira resigned as the youth services assistant. This position has been posted.
 - Krista Jeker has been hired and began work on 6/3 as a circulation assistant.
 - Alexander Maceira has been hired and began work on 6/10 as a circulation assistant.
 - May 19 – Summer Reading Kickoff – 302 attendees

STRATEGIC PLANNING:

- No questions or comments.

MONTHLY STATISTICAL REPORTS (Statistical Report & Reference/Digital Resources Statistics Report):

- Statistical Report
 - Ebook and audiobook numbers are up.
 - Hoopla is being used more.
- Reference & Digital Resources Statistics
 - No questions or comments.

OLD BUSINESS:

- School House Update
 - Over the next few months Steve Ward needs to attend 2 or 3 webinar sessions for the federal grant we received.
- Building Update
 - Furniture update:
 - On 6/12/24 – (4) new table legs were installed, (2) of the (4) outlets were installed and incorrect shelving units in childrens were removed.
 - Still waiting on (2) outlets.
 - Waiting on proofs for possible childrens shelving replacements.
 - HVAC – New vent to be installed in childrens and also need to connect the thermostat readers to the correct thermostats. HVAC items will be done once the Police Department and Fire Department HVAC items are completed.
- Cherry Tree
 - Still working on options.

PUBLIC:

- No public in attendance.

CLOSED SESSION:

- A motion was made by Ms. Gerhardt, seconded by Ms. Baumann, and carried to go into Closed Session to discuss personnel and union matters at 7:29 pm. A voice vote indicated all present in favor.
 - All staff members must have completed their background check by today, 6/13/24.
 - Update on Union.
- A motion was made by Ms. Breder, seconded by Ms. Gerhardt, and carried to go out of Closed Session at 8:02 pm. A voice vote indicated all present in favor.

NEW BUSINESS:

- 250th in 2026
 - The USA and New Jersey will be celebrating its 250 anniversary in 2026.
 - Planned to be a big celebration.
 - Welcoming ideas for ways to celebrate.
- Krista Jeker and Alexander Maceira

A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to approve the hiring of Krista Jeker and Alexander Maceira as Part-Time Circulation Assistants.

Dunn-absent; Duarte-absent; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- Temporary Youth Services Assistant
 - Creating a new temporary position

A motion was made by Ms. Baumann, seconded by Ms. Breder, and carried to approve the new job description of Temporary Youth Services Assistant.

Dunn-absent; Duarte-absent; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- Paul Dylan Jacobus

A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to approve hiring Paul Dylan Jacobus as a Temporary Youth Services Assistant effective June 12, 2024.

Dunn-absent; Duarte-absent; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- Sunrise Rotary
 - The Library will be selling ducks for the Duck Race which is being held Saturday, September 28, 2024.
 - The Library will look into having a duck decorating program.
- FOL Book Sale
 - The FOL will be holding their annual book sale at the end of the month in the Community Room at Town Hall.

ADJOURNMENT: A motion was made by Ms. Gerhardt, seconded by Ms. Breder, to adjourn the meeting at 8:28 pm. A voice vote indicated all present in favor with no opposition expressed.

Nancy Gerhardt, Secretary