

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, January 9, 2025, in the Denville Public Library Meeting Room. Mr. Dunn called the meeting to order at 7:03 p.m.

Mr. Dunn 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, Vice President
Nancy Gerhardt, Treasurer
Tara Baumann, Secretary
Tom Andes, Mayor
Michael Dunn
Linda Breder, Superintendent Alternate

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

Absent: Carlos Duarte, President
Mark Venis, Council Liaison

PLEDGE OF ALLEGIANCE

REORGANIZATION:

A motion was made by Mr. Johnson and seconded by Ms. Breder and carried to elect the following slate of officers. A voice vote indicated all in favor with no opposition expressed.

Carlos Duarte – President
Seth Johnson – Vice President
Nancy Gerhardt – Treasurer
Tara Baumann - Secretary

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

Mr. Johnson lead the remainder of the meeting.

RESOLUTIONS: 24-1 Designation of Bank 2025
24-2 No Claimant Signature for Amazon, Daily Record & Uline 2025
24-3 Capital Funds
24-4 Designation of Lawyer 2025
24-5 Designation of Auditor 2025

A motion was made by Ms. Breder and seconded by Ms. Baumann and carried to approve the above resolutions.

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

Encumbering Funds: A motion was made by Mr. Dunn, seconded by Ms. Gerhardt and carried to approve the encumbering funds report.

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

MINUTES: A motion was made by Ms. Breder, seconded by Ms. Baumann, and carried to approve the minutes from the December 12, 2024 meeting, both the regular and the closed session and order them filed. A voice vote indicated all present in favor with no opposition expressed.

TREASURER'S REPORT: A motion was made by Ms. Gerhardt, seconded by Ms. Baumann, and carried to approve the Treasurer's Report for the period ending December 31, 2024 and approve payment of bills on the Bill Lists dated December 31, 2024 and January 9, 2025.

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

CORRESPONDENCE:

- None

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from her January 9, 2025 Director's Report.
 - Kanopy is now available. It is another streaming service for online movies.
 - Koha will be the new ILS. Training for Koha Kaptain's begins in January. Koha should be starting in March.
 - Letters to Santa was very well received again this year. Santa wrote 291 letters.

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

- Statistical Report
 - YTD circulation numbers are up even with the Library being housed in the museum in the beginning of the year.
- Reference & Digital Resources Statistics
 - No questions or concerns.

OLD BUSINESS

- School House Update
 - No update.
- Building and Furniture Update
 - Waiting on backordered shelving units.
- Foundation

- Being looked in to.

PUBLIC:

The public session was opened at 7:22 pm.

- Maryellen Liddy, Youth Services Supervisor, announced that children's will be having their first Winterfest on February 21, 2025 from 6:00 – 8:00 pm. There will be an ice carver, hot chocolate, games, crafts, face painting and other fun things.
- Maryellen Liddy also announced that the Summer Reading Kickoff will be on 5/18/25 from 2-4 pm.
- Leslie Sommers, Adult Services Assistant, introduced herself to the Board of Trustees and explained her Meet the Staff social media campaign and expressed that she would also like to have a Meet the Board of Trustees social campaign. The board agreed to participate.

Out of the public session at 7:28 pm.

NEW BUSINESS:

- Resolutions
 - Were approved at the beginning of the meeting.
- 2025 Budget
 - The director reviewed the budget and answered some questions.

A motion was made by Ms. Gerhardt, seconded by Ms. Breder, and carried to approve the 2025 Budget.

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

- Andrew Smethurst
 - Temporary Circulation Assistant

A motion was made by Ms. Baumann, seconded by Mr. Dunn and carried to approve the hiring of Andrew Smethurst, Temporary Circulation Assistant, as of January 6, 2025.

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

- March BOT Meeting Date Change
 - Discussion of a new date for March meeting.

A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to move the March Board of Trustees meeting from March 13, 2025 to March 12, 2025 at Town Hall in the Mayor's conference room.

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

- Discussed having a pollinator garden. The board is open to the idea. More information needed.

ADJOURNMENT: A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, to adjourn the meeting at 7:55 pm. A voice vote indicated all present in favor with no opposition expressed.

Ms. Baumann, Secretary