

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, November 13, 2025, in the Denville Public Library Meeting Room. The Vice President, Mr. Johnson, called the meeting to order at 7:01 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, Vice President
Nancy Gerhardt, Treasurer
Tara Baumann, Secretary
Tom Andes, Mayor
Kevin Williams
Linda Breder, Superintendent Alternate

Also Present: Siobhan Koch, Library Director
Anne Puppò, Manager of Administrative Services
Mark Venis, Council Liaison

Absent: Carlos Duarte, President

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Gerhardt, seconded by Ms. Baumann, and carried to approve the minutes from October 9, 2025 both the regular meeting 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 October 31, 2025 and approve payment of bills on the Bill Lists dated October 31, 2025 and November 13, 2025.

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

CORRESPONDENCE:

- No correspondence.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from her November 13, 2025 Director's Report.
 - 10/15 - Verkada Demo

- 10/17 - Staff Training – Upon completion of the training sessions the day concluded with a Q&A. Staff members gave recommendations on some safety items. All recommended items have been purchased.
- 11/4 – 11/11 – Lit the Library in green for Operation Green Light for Veterans thanks to Maryellen seeing the initiative in the Morris County Newsletter.
- Raffle for 1 adult and 1 youth ticket to The Growing Stage’s production of Rudolph the Red Nosed Reindeer.
- Thanksgiving Food Drive is running now through November 20th for Social Services.
- 11/5 – Notified John one of the outside lights was out above the front door.
- The Somerset County Library System is joining the Main Library Alliance on Monday, 11/17.
- Saturday Pumpkin Painting on 10/4 had 90 attendees.
- Sixth Annual Trunk or Treat on 10/19 had 508 attendees.
- Author Talks from Library Speakers Consortium are going well.
- 10/22 Disaster Preparedness with Wesley Sharples had no attendees. In the process of rescheduling. The backpacks were distributed at the Senior Center on 11/5.
- 10/30 – Maryellen applied for the Rutgers Summer Intern Program.
- Storytimes, craft kits, outreach and adult programming (virtual and in person) continue.
- Book purchasing update – currently ordering from Brodart and still looking into additional options.

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

- Statistical Report
 - No questions or comments.
- Reference & Digital Resources Statistics
 - The director gave explanations of Hoopla, Libby, Kanopy and Ebsco.

OLD BUSINESS

- 2024 Audit
 - 2024 audit was discussed.

A motion was made by Ms. Gerhardt, seconded by Mr. Williams, and carried to approve the 2024 audit contingent upon changing:

- the Books and Publications line on Exhibit L-2 to now read All Circulating Items
- Reserve for Buildings and Gifts Fund under Note 1 to now read Funds classified to the Reserve for Building and Gift Fund originate from donor-restricted contributions for future construction, the purchase of duplicate copies of books or special book requests and any other board approved Library enhancements

and no other changes being made once reviewed with the auditor.

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

- Proposed 2026 Holidays and BOT Meeting Dates
 - Cannot be voted on until the Union Contract is finalized.
- Building Update
 - No update

- Unemployment Claim
 - Second appeal was not submitted.
 - Conclusion: Claimant was disqualified for benefits.

- MCST Update
 - The agreement has been signed.
 - Confirmation with the JIF.
 - Expected to start in January.
 - Still needs to be approved by their board.

- Public
 - No public in attendance.

NEW BUSINESS:

- Resolution 25-7 – Brodart
 - The resolution establishes a policy not requiring the claimant signature from Brodart.

A motion was made by Ms. Baumann, seconded by Ms. Breder, and carried to approve Resolution 25-7 – Brodart.

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

- Hiring – Tara Weniger – Hire Date 11/17/25

A motion was made by Ms. Baumann, seconded by Mr. Williams, and carried to approve the hiring of Tara Weniger effective 11/17/25.

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

- Main Agreement
 - The main agreement was reviewed. A voice vote indicated all present in favor with no opposition expressed.

CLOSED SESSION:

- A motion was made by Ms. Gerhardt, seconded by Mr. Williams, and carried to go into Closed Session to discuss the union contract and director evaluation at 7:47 pm. A voice vote indicated all present in favor.
 - Union contract and director evaluation discussed.

- A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to go out of Closed Session at 8:28 pm. A voice vote indicated all present in favor.

ACTION FROM CLOSED SESSION:

A motion was made by Ms. Breder, seconded by Mr. Williams, and carried to approve the memorandum of agreement as written.

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

ADJOURNMENT: A motion was made by Ms. Gerhardt, seconded by Mr. Williams, to adjourn the meeting at 8:43 pm. A voice vote indicated all present in favor with no opposition expressed.

Ms. Baumann, Secretary