

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 12, 2025, in the Denville Public Library Meeting Room. The Vice-President, Mr. Johnson, called the meeting to order at 7:06 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: Carlos Duarte, President
Seth Johnson, Vice President
Nancy Gerhardt, Treasurer
Tom Andes, Mayor
Kevin Williams
Linda Breder, Superintendent Alternate
Mark Venis, Council Liaison

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

Absent: Tara Baumann, Secretary

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Gerhardt, seconded by Mr. Williams, and carried to approve the minutes from May 8, 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. Breder, and carried to approve the Treasurer's Report for the period ending May 30, 2025 and approve payment of bills on the Bill Lists dated May 30, 2025 and June 12, 2025.

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

CORRESPONDENCE:

- No correspondence.

Mayor Tom Andes arrived.

Mr. Duarte arrived.

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from her June 12, 2025 Director's Report.
 - May 2 – Abilities Expo in Edison
 - May 21 – ESCNJ Expo in Edison
 - June 9 – Notified that we were not awarded one of the Rev250 grants from the State Libray.
 - The Pong table was moved into the Teen room. It has now been removed as there is a power issue that we are working on correcting.
 - Dragon Boat Festival with Gwen Sung on Saturday, 5/3 for children ages 2-8 – 32 attendees
 - Summer Reading Kickoff – 5/18 – 275 attendees
 - Storytimes, craft kits, outreach and adult programming (virtual and in person) continue.
 - Updated 6/9/25 – Annika Noel will be our intern from Rutgers this summer. This program generally runs May to August.
 - Updated 6/9/25 – Awarded the AARP Community Challenge Microgrant for \$2500 for Disaster Preparedness Programming. The paperwork has been submitted and will attend webinars that are part of the grant process.

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

- Statistical Report
 - Main is working to improve Koha issues.
- Reference & Digital Resources Statistics
 - Mentioned the possibility that a change in algorithm could be the reason for the decrease in Facebook and Instagram views.

The President, Mr. Duarte, began presiding over the meeting.

OLD BUSINESS

- Building Update
 - No leaks during/after the last heavy rain.
- Foundation
 - Roxbury is working on dates to come and discuss their foundation.
- Sign
 - The Board agreed on revision 3 of the sign. Director will proceed with the ordering of the new sign.
- Percussion Play: Outdoor Musical Instruments
 - No fence is necessary.
 - The Board is okay with the instruments being on the building side of the walkway to the library.
 - Director will be getting more information on the instruments and also going to see them.

- School House
 - School House project is moving forward.

PUBLIC:

- No public in attendance.

NEW BUSINESS:

- Zachary Orr and Megan Fitzgerald

A motion was made by Mr. Johnson, seconded by Ms. Gerhardt, and carried to approve the hiring of Zachary Orr as of June 8, 2025 and Megan Fitzgerald as of June 23, 2025.

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

- At Main membership meeting today they passed the vote to have mandated standardized loan policies for all libraries.
- Bookfest is Saturday, June 21, 2025 from 12:00 pm – 4:00 pm at Diamond Spring Brewery.
- FOL Booksale is Friday, June 27, 2025 – Sunday, June 29, 2025.
- The Beautification Committee planted flowers in the pots in the front of the Library.
- There will be a Summer Reading Bingo for adults.

ADJOURNMENT: A motion was made by Mr. Johnson, seconded by Mr. Duarte, to adjourn the meeting at 8:13 p.m. A voice vote indicated all present in favor with no opposition expressed.

Ms. Baumann, Secretary