

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 8, 2026, in the Denville Public Library Meeting Room. Mr. Duarte called the meeting to order at 7:49 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
Tom Andes, Mayor
Carlos Duarte
Mark Venis, Council Liaison

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

Absent: Tara Baumann, President
Kevin Williams, Secretary
Dr. Sandra Cullis, Superintendent Alternate

PLEDGE OF ALLEGIANCE

REORGANIZATION:

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

Tara Baumann – President
Seth Johnson – Vice President
Nancy Gerhardt – Treasurer
Kevin Williams – Secretary

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

Mr. Johnson lead the remainder of the meeting.

RESOLUTIONS: 26-1 Designation of Bank 2026
26-2 No Claimant Signature for Amazon, Brodart, Uline & Daily Record 2026
26-3 Capital Funds
26-4 Retirement Contingency
26-5 Encumbering Funds
26-6 Designation of Lawyer 2026

A motion was made by Mr. Johnson and seconded by Ms. Gerhardt and carried to approve the above resolutions as a block.

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

MINUTES: A motion was made by Mr. Duarte, seconded by Ms. Gerhardt, and carried to approve the minutes from the December 11, 2025, 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 Mr. Duarte, and carried to approve the Treasurer's Report for the period ending December 31, 2025 and approve payment of bills on the Bill Lists dated December 31, 2025 and January 8, 2026.

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

CORRESPONDENCE:

- No correspondence

DIRECTOR'S REPORT:

- Siobhan reviewed highlights from her January 8, 2026 Director's Report.
 - Leslie Sommers has resigned from the Adult Services Assistant position. Her last day is January 8, 2026.
 - Storytimes, craft kits, outreach, and adult programming (virtual and in person) continue.
 - Letters to Santa was very well received again this year. Santa wrote 314 letters.

STRATEGIC PLAN UPDATE:

- No questions or comments.

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

- Statistical Report
 - No questions or comments.
- Reference & Digital Resources Statistics
 - No questions or comments.

OLD BUSINESS

- School House Update
 - The Township is working on getting an updated quote from the same architectural firm before the project goes out to bid.
- Building Update
 - No update.
- Foundation
 - Roxbury Library staff to attend a BOT meeting to discuss their foundation.

PUBLIC:

- No public in attendance.

CLOSED SESSION:

- A motion was made by Ms. Gerhardt, seconded by Mr. Duarte, and carried to go into Closed Session to discuss the union contract and personnel at 8:02 pm. A voice vote indicated all present in favor.
 - Union contract and personnel discussion.
- A motion was made by Ms. Gerhardt, seconded by Mr. Duarte, and carried to go out of Closed Session at 8:39 pm. A voice vote indicated all present in favor.

NEW BUSINESS:

- 2026 Budget
 - The director reviewed the budget and narrative and answered some questions.

A motion was made by Ms. Gerhardt, seconded by Mr. Duarte, and carried to approve the 2026 Budget.

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

- Leslie Sommers Resignation

A motion was made by Ms. Gerhardt, seconded by Mr. Duarte and carried to approve the resignation of Leslie Sommers effective 1/8/26. A voice vote indicated all present in favor with no opposition expressed.

- Leave of Absence
 - Circulation employee leave of absence was discussed.

A motion was made by Ms. Gerhardt, seconded by Mr. Duarte, and carried to approve the leave of absence. A voice vote indicated all present in favor with no opposition expressed.

- Snow/Emergency Closing Policy Review
 - The snow/emergency closing policy was reviewed. The policy is that the snow closing is only given if the person completes their full shift at the Library or the closure is during the entirety of their shift.
- Staff Training - 4/10/26

A motion was made by Mr. Johnson, seconded by Gerhardt, and carried to approve the closing of the Library on Friday, April 10, 2026 for staff training.

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

- Attorney Review
 - Reviewed the Legal Representation and Transfer of Files paperwork from Hatfield/Schwartz Law Group.

- Resolution 26-7 Designation of Attorney

A motion was made by Mr. Duarte, seconded by Ms. Gerhardt, and carried to approve Resolution 26-7 Designation of Attorney Hatfield/Schwartz Law Group.

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

- Blood Drive
 - Vitalant wanted to know if the Library would be interested in doing a blood drive. The town already has a year round program in place and the board recommends we do not to compete with the existing blood drive schedule.

- Winter Fest
 - Winter Fest will be held at the Library on Friday, February 6, 2026 at 6:00 pm.

ADJOURNMENT: A motion was made by Ms. Gerhardt, seconded by Mr. Duarte, to adjourn the meeting at 9:10 pm. A voice vote indicated all present in favor with no opposition expressed.

Mr. Williams, Secretary