

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 11, 2026, in the Denville Public Library meeting room. Ms. Baumann called the meeting to order at 7:03 pm.

Ms. Baumann announced that in compliance with the Open Public Meetings Act, also known as the

Sunshine Law, adequate notice of this meeting was provided. Notice of time, date, and location of this meeting was posted on the Denville Library's Official website under the legal notices section at least 48 hours in advance, as required by law. The notice will remain available on the website and will be archived in accordance with the requirements of P.L. 2025, c.72.

Please note that this meeting was open to the public, and public participation was provided in accordance with the rules of this governing body. Formal action was taken at this meeting.

ROLL:	Present:	Tara Baumann, President Seth Johnson, Vice President (arrived 7:12 pm) Nancy Gerhardt, Treasurer Tom Andes, Mayor (arrived 7:42 pm) Carlos Duarte Patricia Huizing, Superintendent Alternate Mark Venis, Council Liaison (arrived 7:42 pm)
	Also Present:	Siobhan Koch, Library Director
	Absent:	Kevin Williams, Secretary Anne Puppo, Manager of Administrative Services

PLEDGE OF ALLEGIANCE

MINUTES: A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to approve the minutes from the April 16, 2026, meeting and order them filed. A voice vote indicated all present in favor with no opposition expressed and Mr. Duarte abstained.

MINUTES: A motion was made by Mr. Johnson, seconded by Ms. Baumann, and carried to approve the minutes from the May 14, 2026, meeting and order them filed. A voice vote indicated all present in favor with no opposition expressed and Mr. Duarte and Ms. Gerhardt abstained.

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 May 31, 2026 and approve payment of bills on the Bill Lists dated May 31, 2026 and June 11, 2026.

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

CORRESPONDENCE:

No Correspondence.

DIRECTOR'S REPORT:

Siobhan reviewed highlights from her May 14, 2026 Director's Report. o 5/17/2026 – Summer Kick Off

o 5/22/2026 – Siobhan and Maryellen went shed shopping for a possible shed (14x10 feet) for storage of items such as chairs, decorations, etc.

o 6/7/2026 – Rotary Fest

o Under Technology – Large laminator is fully operational now after the replacement piece arrived.

o Under Adult Services - 5/21/2026 - Denville in the Revolutionary War by Vita Bianco had 19 attendees

STRATEGIC PLAN UPDATE:

- Done Quarterly Now

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

- Statistical Report
 - o No comments or questions.
- Reference & Digital Resources Statistics
 - o There was an increase in the Library's Facebook statistical activity as each organization that participated in the Volunteer Fair was tagged.

OLD BUSINESS

- School House Update
 - o No update at this time except that it could possibly go up for bid in July; Township is waiting to hear back from the architect.
- Foundation Discussion
 - o Ms. Baumann spoke with Lynn (she could possibly be interested) and she inquired to who else would be involved as a marketer, lawyer, etc. Mr. Duarte suggested posting an inquiry on the Library's Facebook page to see if anyone in the community would be interested in volunteering. Ms. Baumann will speak with

Lynn again to get more information regarding the fundraising ideas that she discussed.

- Employee Handbook
 - Ms. Koch reached out to Douglas and is waiting for his response.
- Employee Leave of Absence
 - A doctor's note for an adult services assistant's leave of absence extension discussed at the last meeting has been submitted and it requests six to twelve weeks of absence, starting June 15, 2026.
 - A motion was made by Mr. Johnson, seconded by Ms. Baumann, and carried to approve the assistant's leave of absence as per doctor's note.
 - Baumann-Y; Johnson-Y ; Gerhardt-Y; Williams-Absent ; Duarte-Y; Andes-Absent ; Huizing-Y

PUBLIC:

No public in attendance.

NEW BUSINESS:

- Ms. Koch requested to meet with the Personnel Committee
 - Ms. Baumann appointed Mr. Duarte and Mr. Johnson to be on the Personnel Committee
- Request to Film outside of the Library
 - Steve Ward has shared the town's contract for filming on Township property
 - The company was requesting the privilege to film for half a day outside the Library and has provided a three day window to possibly film
 - In exchange for access to film, the contract states that a donation to the facility will be made in an agreed upon amount.
 - Before agreeing upon a donation amount, the Board expressed questions to propose:
 - Will Denville's town name be mentioned or seen in any way in the film?
 - Will the Library need to close for the day or only limit access to patrons from the rear of the building?
 - How many days total will the crew be expecting to be on the grounds including time for set-up, filming, and breakdown?
 - Donations amounts considered:
 - Ms. Koch shared that expenses for one day of service and operation is \$5,625.00
 - Mr. Johnson suggested \$10,000.00 a day, but no less than \$7,500.00 a day if the facility needs to be closed

- Mayor Andes suggested \$3,000.00 if the facility can remain open but with limited front entrance access

ADJOURNMENT: A motion was made by Mr. Johnson, seconded by Mr. Duarte, to adjourn the meeting at 8:01 pm. A voice vote indicated all present in favor with no opposition expressed.

Ms. Huizing, Substitute Secretary