

**May 18, 2021**  
**Joint Free Public Library**  
**Of Morristown and Morris Township**  
**Board of Trustees**

The regular meeting of the Board of Trustees of the Joint Free Public Library of Morristown and Morris Township was called to order at 6:04PM.

Due to COVID-19, the meeting was held virtually.

Representing Morristown were: Nancy Bangiola, President, and Elisa Price, Secretary

Representing Morris Township were: Don Kiel, Vice President, and Geoff Brooks, Treasurer

Also present were: Melissa Spiotta, alternate for Mayor Grayzel, Deanna Quinines, alternate for Mayor Dougherty, Deb Gottsleben, alternate for Superintendent Pendergrast, Chad Leinaweaver, Director, and Mary Lynn Becza, Assistant Director and Bob Russell, HMR Architects.

Pursuant to a resolution of the Board and to RS 10:4-10, "Open Public Meetings Act," the president announced that adequate notice of the meeting had been provided by posting notices of the meeting in the Library, by handing the Clerks of Morristown and Morris Township notices of the meeting, and by mailing to the Morris County Daily Record and the Star Ledger copies of the notices of the meetings all more than forty-eight hours prior to the meeting.

### **Minutes**

The minutes for the April Board meeting will be presented at the June meeting.

### **Treasurer's Report**

Mr. Brooks presented the Treasurer's Report and the Board approved it as submitted.

### **Old Business**

Bob Russell gave an update on the 1917 wing masonry conditions:

There is a variety of small problems in different areas that is causing water damage. First, some flashing has become undone. Second, a dislodged stone and lead lining on scupper is damaged probably from squirrels chewing. Next, a copper parapet is not placed properly allowing proper water runoff. Also, a 2<sup>nd</sup> floor window as well as fixed window above the tall window has deterioration around the exterior seal. It would need to be dug out and resealed. Finally, some stones will need to be repointed. Some repairs can be done by Fania but the stonework may warrant another Historic grant to repair.

### **Director's Report**

The following are major points presented by Mr. Leinaweaver:

- Patron visitation is increasing slowly. Looking at June 1 to get all staff back and then extend hours.
- The Library will receive CARES Act funding (\$5,241.67) from the NJ State Library to fund a bilingual early literacy station in Children's.
- Circulation- Stopped book quarantine. 236 patrons used curbside pick-up. Total circulation was 21,460 with 5,071 visitors. MAIN has offered 2 possibilities for a self-check out station. Adding to "Library of Things".
- Adult programs included; Foreign Film Lovers Club, Virtual Evening Book Club, Virtual Morning Book Club, and Book Lovers' Circle all met and are doing well virtually. Walking Meditation, Yoga and Qigong met outside. Virtual program on Scotland was presented, as well as a program on "Birds That Hunt" and Watershed Preservation.
- The Children's & YA Department; Increase of in person visits. Programming remains virtual. Storytime on You Tube continued. Make & Take crafts are available to tie into online story times. Monthly scavenger hunt kits being offered. Ordered Wonder books & Lauchpads. YA book club held virtually. Teen Make &Take have also been popular. A STEAM program with Mountain

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Lakes Library was held. Author Suzanne Park author talk planned in conjunction with 22 MAIN libraries to be held May 19<sup>th</sup>. The Bookmobile circulated 231 books for 149 patrons.

- The History Center; Responded to 220 emails from patrons with research questions. Cataloging acquisitions and inventorying continued. Held programs on DNA Genealogy and How to Research your Genealogy. Uploaded “Outstanding Black Women of Morris County” video.
- The Library’s Disaster Plan was updated and circulated.
- Displays – Spring Reads, Play Ball, Earth Day, National Poetry Month, National Library Week and A Garden of Books.

**Building and Grounds Report**

The following are the major points presented by Ms. Becza:

- HVAC – J Moore installed the second pump for the Lochinvar boiler. Other maintenance done.
- Just received a violation notice from the January elevator inspection. Following up with the Town. Installation of an electrical start completed as well as other maintenance.
- New lighting installed in the Media stacks and other areas throughout the Library.
- Work on the base for the Wiley statue has begun.

**Committees**

Budget – No report.

Education Liaison – Ms. Gottsleben reported that there have been a lot of request for print books as well as book reviews for recommendations.

Investment– No report.

Foundation- Mr. Kiel reported that the Foundation is working through the particulars of tax issues when the Foster fund is transferred to the Foundation.

Insurance – No report

Nomination – No report

Personnel – the committee has a meeting scheduled to discuss the Reference position.

Facility and Grounds – Committee meeting in June to discuss sign designs and interior painting.

Branding and Marketing – Committee met and discussed updating the Library’s logo and ideas generated from the staff PR committee.

Strategic Planning – Mr. Leinaweaver and Ms. Bangiola are getting staff input.

**New Business**

The Board discussed the planning of in-person Board meetings. The rest of the Board will be consulted before decision made.

**Old Business**

New Board members need to have their background checks done.

Meeting adjourned at 7:17 PM. The next meeting will be June 15th.

Respectfully submitted,

Elisa Price, Secretary