

July 20, 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 6:07 PM.

Representing Morristown were: Nancy Bangiola, President, and Patricia Ard

Representing Morris Township were Don Kiel, Vice President, and George Quillan
Also present were: Deanna Quinones, alternate for Mayor Dougherty; Chad Leinaweaver, Director; Mary Lynn Becza, Assistant Director

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 June Board meeting will be postponed until August.

Treasurer's Report

The Treasurer's Report was given by the Director, who reported his discussion with Treasurer Brooks that there was nothing unusual of note in this month's report. A motion to accept the report carried.

Director's Report

The following were major points presented by Mr. Leinaweaver:

*The July 10 dedication ceremony for the Steve Wiley statue was well attended and has received much favorable publicity. The History Center is preparing a biography of Mr. Wiley for a pamphlet, and an informational QR code will be placed on the base of the statue.

*The Director reported on applications and initial interviews for the Head of Reference and Adult Services open position. The Director is working with Ms. Becza as well as Arlene Sprague, Head of Children's Services, on filling this position. He hopes to have someone hired by September.

*The library's new accounting firm will attend the September Board meeting to discuss their report. The Director will supply the Board with the report sometime in August as it becomes available.

*The Director noted that library attendance has increased substantially, as hours have increased and the state's limitations have decreased. However, the Director is keeping informed of the variant, the staff is still wearing masks, and there has not been any crowding. The study rooms will soon reopen, with sanitizers supplied. The History Center is still open by appointment, however the staff is accommodating walk-ins.

*The library will be involved with the fall book festival, as needed.

*The Bookmobile is serving its many customers, has been stocked with new books such as graphic novels, and is very successful.

Building and Grounds Report

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

*The Lieber unit for the History department arrived and installation will be in two weeks.

*There is erosion of the limestone around the library's entrance, but Bob Russell, architect, has confirmed the erosion is not a structural problem. The type and cost of repairs are under discussion.

Committees

*Budget – No report.

*Education Liaison – No report.

*Investment – See Foundation report.

*Foundation—The Director reported that Ken Miller asked the auditors of the Foundation various questions as a precursor to transferring the Foster Funds to the Foundation. It was noted that there needs to be an agreement between the Library and the Foundation that the Foundation is bound by Carolyn Foster's will directives regarding these funds. And that the library would need to recapture these funds if the Foundation does not, anytime in the future, follow Ms. Foster's directives.

*Insurance – No report

*Nominations – No report

*Personnel – A motion carried to incorporate the diversity statement as outlined in the Director's report on all current and future job descriptions.

*Facility and Grounds – Signage examples are being collected. The completed installation of the Wiley statue will allow for progress on other facility and grounds projects.

*Branding and Marketing – No report.

New Business

*The recommendation to have a Diversity, Equity, and Inclusion report (DEI) was discussed. The Director noted he had done research on the issue in other library systems. He noted the MAIN system was beginning to discuss this issue and he would follow that discussion. He stated there are usually three areas included in such reports for libraries: Hiring, Collections, and Programming. The Board discussed ways to narrow down such a report to manageable proportions, and noted as well it had just implemented a new Diversity statement for all new and current personnel. The Director stated he would continue to report to the Board on this issue as the discussion and his research progressed.

*Members were queried regarding attendance at August meeting

Old Business

*The Director reported that Bob Russell believes the bid process for repairing the 1917 sanitary line should be straightforward.

Meeting adjourned at 7:22 PM. The next meeting will be August 17.

Respectfully Submitted: Patricia Ard