

April 19, 2022
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 6:04 PM.

Representing Morristown were: Nancy Bangiola, President; Patricia Ard, Secretary
Representing Morris Township were: Don Kiel, Vice President; and George Quillan
Also present were: Deanna Quinones, alternate for Mayor Dougherty; Mary Ellen DeNoon, alternate for Mayor Gyorfy; Chad Leinaweaver, Director; and 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 March Board minutes were approved by the Board.

Treasurer's Report

Director Leinaweaver noted that while the Morristown payment was not received in the first quarter, it has been received. Report accepted.

Director's Report

The following are major points presented by Mr. Leinaweaver:

- *The library received a second payment of \$41,716.60 from FEMA relating to COVID expenses.
- *The application by the Foundation to the Morris County Preservation Trust has been submitted. The application included a video, as required.
- *Over 300 new card holders were added in April. Part of this significant increase is bookmobile patrons.
- *Storytime has begun in person! But Take & Make crafts will continue to be offered.
- *Although the proposed new hires were to be discussed under New Business, a general discussion ensued regarding retention, pay, and benefits of/for staff. Ms. Bangiola suggested that the last eight years of employee turnover, pre and post COVID, be researched. It was noted that as of 2009, new part time hires no longer received full health benefits due to the significant increase in cost. Since in 2022 we already have six new employees, the issue was deemed relevant to analyze.
- *The relative merits of the digital resource "hoopla" were discussed. Since Libby is part of MAIN, we are obligated to pay into its cost.

*A Boonton history article on the Morristowngreen.com by librarian Jeff Moy had over 24,000 views.

Building and Grounds Report

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

- *The tower's weatherstripping was repaired after some rainstorm leakage.
- *The library will receive a new, computerized electrical meter from First Energy in about 5 or more years.
- *New metal tables and folding chairs have been purchased for outdoor seating for patrons and passersby.

Committees

- *Budget – The library attorney is being consulted on issues of town and township financing.
- *Education Liaison – Ms. Bangiola reported that the school district is doing well with ending of mask mandate and ending of school year.
- *Investment – No report.
- *Foundation – See grant discussion under Director's report.
- *Nominations – No report.
- *Insurance-No report.
- *Personnel – See proposed new hires under "New Business."
- *Facility and Grounds –We are awaiting a design and quote.
- *Branding and Marketing – There have been a couple of meetings, during which three inexpensive logo samples were reviewed; none were accepted. The committee will now begin contacting design firms and getting price quotes.
- *Strategic Planning – To be discussed at retreat.

New Business:

- *Motions were carried to hire the following personnel: Tatiana Pagan as a PT Reader's Advisor at \$13.00 hr; Monica Colon as a PT Circulation Assistant at \$13.00 hr; and Rolanda Davis, as a PT Media Assistant at \$13.00 hr. Ms. Davis's hire is conditional on the successful completion of her background check.
- *The Director led a discussion on a proposal to eliminate library fines, in order, among other reasons, to encourage equity and access. Patrons would still be reminded of late books, and still charged for a non-returned book. A policy, which would include dropping the \$1.00 fee for replacement library cards, will be prepared and reviewed at the next regular meeting.

Old Business:

- *The Collection Development Policy was reviewed again, with revisions made to the materials challenge form.

*The Board retreat will be April 30, 9:30am-12:00.

Meeting adjourned at 7:40pm.

Respectfully Submitted,

Patricia Ard, Secretary