

September 20, 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 6:11 PM.

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

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

Also present were: Deanna Quinones, alternate for Mayor Dougherty; Mary Ellen DeNoon, alternate for Mayor Gyorfy; Deb Gottsleben, alternate for Superintendent Ficarra; 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.

Director's Report

The following are major points presented by Mr. Leinaweaver:

- *With the end of summer, the meeting rooms are filling up again.
- *The Director applied for one of Impact 100s smaller grants of \$20,000 for children's room activities/materials.
- *Craig Newmark's philanthropic foundation invited the library to apply for a grant.
- *The bookmobile position has not yielded many applicants due, probably, to the perceived difficulty in driving the bus and the varied hours involved.
- *The book vendor Baker & Taylor had a ransomware attack in August, which affected the library's purchasing of book materials.
- *The library's outreach projects continue, especially in the popular outdoor book sales and the little libraries that have been installed in various public locations.
- *The Director and assistant director dealt with an increased number of patron mental health issues. These events, which included a repeat crank caller, were deescalated by staff and police.
- *There is an upcoming Morris School district event surrounding the 50th anniversary of the Town and Township school merger; the library will participate.

Treasurer's Report

The treasurer stated that the report contained nothing remarkable, and that the library was on budget. The report was received.

Building and Grounds Report

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

*Painting by Monk's of some ceilings and windows continued. The circulation water damage was repaired and painted.

Minutes

Approval of the following minutes occurred: April, June, July, and August.

Committees

*Budget – No report.

*Education Liaison – Ms. Gottsleben reported that the character of the high school was “very close to normal,” after pandemic related challenges. State testing is occurring and the high school library is being used for both classroom space and visiting speakers. Ms. Ard suggested that the Morristown library consider hosting a learning loss event for parents, that would include tips on how the library's offerings could assist in the amelioration of educational and emotional loss due to pandemic restrictions.

*Investment – The 4% rate for Treasuries is assisting our investments.

*Foundation – There is an upcoming September 27 joint meeting at 7pm between the Library Foundation and the Board. The purpose of the meeting is to consider the proposal to change the Foster Fund governance, as well as to discuss the library's grant proposal to the Foundation. A discussion ensued regarding proposed changes to the Foster Fund. It was agreed that attorneys will be present to represent the Library and the Foundation, separately.

*Nominations – No report.

*Insurance-The Director discussed the insurance estimate for adding active shooter insurance to the library's plan. The matter was discussed at length. It was determined that Mr. Kiel will fully review the proposal, and the discussion will continue at the October meeting.

The Director reported that the recent library building reappraisal appraised the building at \$18.8 million v. the current \$17 million. The Director's recommendation to pay the \$5,500.00 cost of increasing insurance coverage for the new estimate was affirmed.

*Personnel – The need for a bookmobile assistant, as well as the upcoming retirement of the library's full time handyman, were discussed. There was general agreement that a full time handyperson was still needed and should be hired when the position is vacated at the end of 2022.

*Facility and Grounds – No report.

*Branding and Marketing – The firm hired needs partial payment in order to begin, and is excited at the prospect of working on the library's branding.

*Strategic Planning-No report.

New Business:

The audit was forwarded to the Board and will be discussed at length at the October meeting.

Old Business:

*The diversity, equity, and inclusion (DEI) statement approved at the July, 2022 meeting was reaffirmed and will now be placed on our website.

*Ms. Quinones discussed the upcoming Morristown book festival, and the library's participation in same was noted.

*The Director issued a reminder of the upcoming joint Board/Foundation meeting on September 27.

Meeting adjourned at 7:48pm

Respectfully Submitted,

Patricia Ard, Secretary