

October 18, 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 6:08 PM.

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

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

Also present were: Deanna Quinones, alternate for Mayor Dougherty; Mary Ellen DeNoon, alternate for Mayor Gyorfy; and Chad Leinaweaver, Director

Pursuant to a resolution of the Board and to RS 10:4-10, "Open Public Meetings Act," the vice 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 September 20, 2022 Board minutes were approved, as were the September 27, 2022 minutes of the special joint meeting of the Library and Foundation Boards.

Treasurer's Report

Mr. Brooks discussed the 2023 budget. He noted the dues for MAIN membership and liability insurance payments would be made in December, for which we will use reserve monies. The Director commented on the different possible ways to pay the MAIN fee. The treasurer's report was received.

Director's Report

The following are major points presented by Mr. Leinaweaver:

*The Book Festival 2022 was a great success, with the library assisting in hosting the main festival as well as Kidfest.

*Although the weather was bad for the Fall Festival, the library personnel were able to sign up many new card users.

*The Director and assistant director have been preparing a detailed list of the various duties of Alberto, the current handyman, who will retire soon. They both feel any new hire needs to continue to be a full-time position.

*Interviews for open positions is ongoing.

*Storytime is attracting very young children, and the library staff is reviewing creating preschool activities for these patrons.

*The history center is working on scanning fragile newspapers for the website.

Building and Grounds Report

Since the assistant director is on vacation the Director gave the B&G report.

The following are the major points presented:

*The sign company estimates the new library sign will be delivered sometime in November.

Committees

*Budget – The Director noted that copies of the 2023 budget were in the members' packets. The budget committee met on October 11. The Director stated the salary line was increased due to the minimum wage increasing. 3% is in the budget for possible salary increases.

*The sense of the treasurer and others was that the library can't sustain funding at the legislated third of a mil beyond this 2023 budget.

*At 6:50 a motion to go into closed session was approved, to discuss town and township contributions to the library budget. The closed session ended at 7:35.

*A motion to accept the first reading of the budget passed.

*Education Liaison – The president reported that the open house celebration of the 50th anniversary of the town and township school merger was well attended in the library. The library has a display illustrating the history of the merger.

*Investment – The September 27 joint meeting with the library foundation approved the moving of the Foster Fund management to the foundation. Mr. Brooks will contact the library's lawyer to see if any assistance in the matter is needed.

*Foundation –The foundation approved the grant of \$45,000.00 to the library.

*Nominations – No report.

*Insurance- Mr. Kiel's reviewed a proposed active shooter insurance policy and recommended not purchasing it for, among other reasons, it overlaps with coverage provided by our general insurance policy. There was general agreement with this recommendation.

*Personnel – There are a few bookmobile candidates to interview.

*Facility and Grounds – The sign will soon be arriving.

*Branding and Marketing – The branding firm chosen already has a basic idea of the scope of the work, and will start developing ideas as soon as they speak with the Director and assistant director.

*Strategic Planning-No report.

New Business:

No new business.

Old Business:

*A motion to rename the history center The Caroline Foster North Jersey History and Genealogical Center carried. The Director will research if Ms. Foster used her middle initial.

*It was suggested that the library develop a policy on naming. Discussion followed.

* The 2021 financial audit was discussed.

Meeting adjourned at 7:50pm

Respectfully Submitted,

Patricia Ard, Secretary