

December 13, 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 6:10 PM.

Representing Morristown was: Patricia Ard, Secretary

Representing Morris Township were: Don Kiel, Vice President; 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 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 November 15, 2022 Board minutes were approved.

Treasurer's Report

Mr. Brooks combined the Treasurer's report with the budget report. He noted that the library's 2023 budget deficit will be approximately \$50,000. The report was received.

Director's Report

The following are major points presented by Mr. Leinaweaver:

- *Numbers of patrons and website users are both a bit above the 2019 levels.
- *There have been a substantial number of applicants for the maintenance position. Alberto Posse was pleased with the board's resolution of thanks.
- *There are some readers' advisors applicants to review.
- *The library is taking different approaches to signing up new card users.
- *Children's Storytime is getting lots of participants.
- *The YA department is trying different programs to determine where interest lies.

Building and Grounds Report

- *The new library lawn sign is due to be delivered by the end of the week.
- * The sink and faucet in the staff room were replaced.
- *Monk's will be scheduling the completion of the indoor painting projects.

Committees

- *Budget – See the Treasurer's report, above.

*Education – Ms. Gottsleben met with the new school superintendent, Anne Mucci, who she stated is a supporter of libraries.

*The high school library's use as a health classroom is working out surprisingly well.

*And a meeting of the Morristown school librarians occurred, the first since COVID.

*Investment- A meeting will occur to formulate guidelines on investing the Foster funds.

*The annual funds solicitation letter went out to all residents of the town and township, as well as many businesses.

*Mr. Brooks discussed with John Hanson the extension of the current lease of 83 South St., which has another nine years to run. An annual rate of \$75,000 was proposed by the library for a new lease.

*Foundation –Mr. Brooks noted that the value of the Foster Fund has decreased. The motion by the library board to move oversight of the Foster Fund to the Foundation is moving forward.

*Nominations – Nominations to the board will be made at the January, 2023 meeting by the nominations committee.

*Insurance- No report.

*Personnel – The board moved to executive session at 6:34 pm to discuss the director's goals document and his 2023 salary. Executive session ended at 6:50pm.

*Facility and Grounds – Internal space issues will be discussed at the January meeting. The committee will try to meet prior to the retreat.

*Branding and Marketing – The committee recently met with the library staff for feedback on proposed logo redesigns.

New Business:

*The Director stated he will circulate a poll suggesting various February dates for the board's annual retreat. It was agreed that the board would discuss the retreat agenda at the January meeting. Some suggestions for that agenda included reviewing the library's website, reviewing branding and marketing proposals, and examining internal space issues.

* The Director gave the board the 2023 holiday calendar to review, for discussion at the January, 2023 meeting.

Old Business: No old business.

Meeting adjourned at 7:10pm

Respectfully Submitted,

Patricia Ard, Secretary