

February 21, 2023
Joint Free Public Library
Of Morristown and Morris Township
Board of Trustees

The annual meeting of the Board of Trustees of the Joint Free Public Library of Morristown and Morris Township was called to order at 6:05 PM.

Representing Morristown were: Patricia Ard, Secretary; and Lisa Price

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

Also present were: Deanna Quinones, alternate for Mayor Dougherty; Beth Quirk-Hendry, alternate for Mayor Gyorfy; Deb Gottsleben, alternate for Superintendent Mucci; 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.

The meeting began with a discussion with architect Bob Russell whose firm, HMR Architects, is assisting the library in submitting a grant to the Morris County Historic Preservation Trust for various projects related to the 1917 Willis wing. The following items are the focus of the grant request: 1) The roof scupper or spout is leaking. These scuppers need to be replaced with copper, since squirrels are deteriorating the lead. 2) Various leaded glass need repair, with chalking on the edges of the lead bars one of several problems. 3) The Miller road original doors need repair. 4) Plaster repairs are needed, as water is seeking into the building, and window lips are deteriorating. 5) Stones on the back of the Willis wing need repointing.

A lead glass specialty firm's estimate of repairs and suggested timeline will be included in the grant application. The Board agreed to follow the scope of the work as detailed by Mr. Russell. Since the Foundation must match any grant with 20% of the total cost, a final vote on the proposals will await a meeting of/approval by, the Foundation. A further discussion occurred regarding submitting for part or all of the same needed work to the NJ Historic Trust. A decision was postponed while questions on the application were researched.

Finally, in a continuing effort to bring the Lieber unit up to full efficiency, Mr. Russell suggested the Board approve a \$1,600 smaller unit addition to the Lieber. The Board approved this expense.

Minutes

The following Board minutes were approved: December 13, 2022; January 17, 2023 Reorganization meeting; and January 17, 2023 regular meeting.

Treasurer's Report

Mr. Brooks noted that the gross salaries are in line with what we have approved for the year. The report was received.

Director's Report

The following are major points presented by Mr. Leinaweaver:

- *The Director is interviewing candidates for the various open positions. (See Personnel committee for 3 hires).
- *The circulation staff is seeing more patrons without a paper bill to show their address. So they have developed a postcard process to solve this problem.
- *The Director discussed program and patron increases, but noted that public use of personal computers is dropping.
- *School Superintendent Anne Mucci toured the library at the invitation of Mr. Leinaweaver.

Building and Grounds Report

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

- *The second floor water fountain/bottle filler is installed.
- *The partition door to the Willis wing was repaired, including a broken window pane.
- *Solar lights were placed around the new outdoor library sign before more permanent lighting can be installed.

Committees

- *Budget – Ms. Bangiola will meet with the town's mayor on February 28 to discuss the library's budget.
- *Education Liaison -Ms. Gottsleben continues to facilitate high school students obtaining new library cards.
- *Investment – A meeting date is needed to discuss the management of the Foster funds.
- *Foundation – Regarding the petition for the reallocation of the Foster funds to the Foundation's management, the attorney general's office wishes to review how the funds have been invested in the last 5 years.
- *Nominations – No report.
- *Insurance-No report.
- *Personnel –The following three new hires were discussed and approved: Justina Addice, Bookmobile Driver (part-time) @ \$18.25/hour; Jennifer Sanchez, Adult Shelver (part-time) @ \$14.50/hour; Miguel Reyes Nochebuena (full-time maintenance) @ \$48,000/year.
- *Facility and Grounds – The Director reviewed the substance of a recent meeting of the committee. A walk-around the library interior occurred, with possible future space allocations analyzed. The committee agreed that the Gerhart space in the reference wing would work well as a glass enclosed meeting space. The Director stated that Mr. Russell felt this change could be efficiently accomplished.
- *Branding and Marketing—The committee has received updated logos and will review them with the Board and staff.

New Business:

The newly hired bookmobile driver will work approximately M-Th, 9-5, which will include other library work as needed.

Old Business:

*The Board retreat will be Saturday, March 4, 9:00-12:00am. The agenda was reviewed.

Meeting adjourned at 7:46pm.

Respectfully Submitted,

Patricia Ard, Secretary