

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

The monthly 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: 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; 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 February 21, 2023 regular meeting and the March 4, 2023 retreat meeting minutes were approved.

### **Treasurer's Report**

Mr. Brooks reported that the library had received the first quarter funding from both municipalities. He further stated that the Foster fund was gaining more than estimated. The report was received.

### **Director's Report**

The following are major points presented by Mr. Leinaweaver:

- \*The director is continuing with interviews for various open positions. His discussions with personnel at other libraries indicate that staff turnover is a shared problem. The multiple reasons for this were discussed. Ms. Becza is assisting in training for the bookmobile and maintenance positions.
- \*Programming continues to be well attended, with the library continuing to pair with other libraries on programs. Chess and stamp clubs are among numerous thriving programs.
- \*Once the open media position is filled, a list of waiting technological issues can be completed.
- \*Circulation staff continues its library card sign ups at different locations.
- \*The YA librarian is researching new ideas for crafting and other activities.
- \*The Friends of the Library have received some sizeable donations. One recent donation of \$75.00 to the library was made by an eight year old from his birthday money.

## **Building and Grounds Report**

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

- \*The wires at the circulation desk were streamlined, freeing up space.
- \*The new maintenance employee, Mr. Reyes-Nochebuena, is working approximately a 7am-3pm shift.

## **Committees**

- \*Budget – Messieurs Brooks, Kiel, and Quillan will be meeting this evening of March 21 with members of the Morris township committee to discuss the library's financial needs.
- \*Education Liaison -No report.
- \*Investment – No report.
- \*Foundation—At the last meeting, the committee approved the library applying to the Morris County Preservation Trust for the larger of the two grant proposals. Further they agreed they would still be able to support the 5 year library grounds funding plan, as well as the library's required contribution if either the county or the state grant proposal is awarded. It was noted that the court approved the removal of the management of the Foster funds to the Foundation, with the library as successor if the Foundation was ever not able to fulfill this governance. An upcoming April or May meeting will discuss the governance strategy of the Foster trust. Finally, A discussion of 83 South Street's lease occurred, including who is responsible for the roof. Mr. Brooks noted the property is currently being sublet to two businesses, as the contract with the library allows. There are 8 years left on Hampshire properties lease for this space.
- \*Nominations – No report.
- \*Insurance-No report.
- \*Personnel –The following two new hires were discussed and approved: Mleeka Kahn, full time reference librarian at \$56,500 a year; and Kairy Garcia-Castellanos, part time Media Library Assistant at \$15 per hour.
- \*Facility and Grounds – No report.
- \*Branding and Marketing—There is an upcoming meeting on March 28, 2023.

## **New Business:**

The library's test proctoring policy was given a first reading and approval. The Board raised the annual sandwich contribution to \$60.00

**Old Business:** No report.

Meeting adjourned at 7:18pm.

Respectfully Submitted,

Patricia Ard, Secretary