

May 16, 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 6:07pm.

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.

Minutes

The April 18, 2023 monthly meeting minutes were approved with minor revisions.

Treasurer's Report

Mr. Brooks reported that on April 18, 2023 the Foster Funds were formally moved to a Schwab account. Therefore, the Foster Fund will no longer appear on the Treasurer's report. A discussion of the timing of Town and Township payments occurred. Report received.

Director's Report

The following are major points presented by Mr. Leinaweaver:

*Staffing issues continue to be in flux in what may be a "new normal." The varying reasons for recent employee leavings were discussed, with the director noting that, fortunately, applicants for positions remained excellent.

*The costs of background checks for new employees can be expensive depending on the state involved.

*Over 105 people attended the Gilbert and Sullivan event. Ms. Becza stood in the driveway before the show to ensure parking spots went to library/show attendees.

*On July 21 the library will host a jazz concert. A winter holiday concert is being considered.

*The Friends of the Library have returned to their usual basement offices for selling books, but outside sales will continue, weather permitting. The Director and Mr. Brooks attended the recent annual meeting of the Friends.

*Evening library attendance is not yet at pre-pandemic levels, partly because many adult programs have moved to zoom. The Director will monitor and report in the future on ongoing evening attendance.

Building and Grounds Report

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

*The source of a leak over the children's room was found and fixed.

*The dumpster had two new wheels installed, and Mr. Reyes Nochebuena cleaned the dumpster.

*Ms. Becza is training Mr. Reyes Nochebuena on some tasks that previously were outsourced; he is doing well with all of them, including laying stone and mulch in the courtyard.

Committees

*Budget: No new activity on library's attempts to increase third of mil funding.

*Education Liaison: The school year is winding down. Ms. Gottsleben noted that the Roxbury librarian has had a book challenge and is being personally attacked. SAT classes offered by the library have been well attended.

*Investment – Mr. Brooks stated that all the Foster funds have been moved to a new account. This new account will continue to transfer monthly income to the library, as before.

*Foundation: Fania Roofing produced a report concerning its inspection of the 83 South St. roof. We still await an estimate from Fania on what repairs would cost and the library may need to have architect Bob Russell examine the roof to determine whether repairs or roof replacement are warranted. The new lease with Hampshire will divide any roof repairs 50% library, 50% Hampshire.

*Nominations: No report.

*Insurance: Mr. Coutts will attend the June meeting to discuss the renewal of the library's insurance policy.

*Personnel: The following hires were approved: Samantha Lockery, part-time Circ. Library Asst. @ \$15.00/hr; Jill Hammaren, part-time Media Library Assistant @ \$15.00/hr.

*Facility and Grounds: No report.

*Branding and Marketing: The committee had held a meeting this day, and they reported to the Board on the two final logo choices. Ms. Becza discussed the staff's thoughts on the logo choices. A long discussion occurred about the logo, and the matter will be continued at a future meeting.

New Business:

*Mr. Kiel reported that a lawsuit had been filed against the Morris County Preservation Trust to overturn the policy that disallows religious institutions from applying to the Trust for funding.

*The Director discussed an active shooter policy that the library attorney had supplied. The Board determined that it supported the staff being instructed once a year on an active shooter situation, rather than adopting any specific policy.

Old Business:

The Board reviewed for the second time and adopted the Library Technology Specialist job description.

The Board went into closed session at 7:59. The closed session ended at 8:05.

Meeting adjourned at 8:05pm.

Respectfully Submitted,

Patricia Ard, Secretary