

**June 20, 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 6:08pm.

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

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

Also present were: 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 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 May 16, 2023 monthly meeting minutes were approved.

Mr. Glenn Coutts of Robert Lloyd Coutts & Sons attended the meeting to discuss the library's July 15, 2023 to July 15, 2024 insurance policy. He observed that carriers are more open to working with holders to keep losses to a minimum, especially in the area of malware. He noted that the recent library building appraisal caused a modest coverage increase, and that personal property costs increased as well. A discussion occurred regarding whether the elevator was covered under "electrical equipment," and whether to change the library's current cyber insurance policy. The Director will report back to the Board on these two issues.

### **Treasurer's Report**

Mr. Brooks noted that the pay period schedule makes the report look more favorable; in fact the library has more pay periods coming up. Report received.

### **Director's Report**

The following are major points presented by Mr. Leinaweaver:

- \*The recent increased staff turnover is slowing down.
- \*A former staff member's project of interviewing Hispanic members of Morristown will continue.
- \*Mr. Leinaweaver and Ms. Becza will in the near future learn the library's financial and bill paying protocols, to increase the number of staff who are familiar with these systems.
- \*The staff has been participating in Pride events and other diversity outreach events.

## **Building and Grounds Report**

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

- \*The repair to our RTU A/C unit occurred quickly, with the library already reimbursed by our insurer.
- \*It took a lengthy investigation to finally discover the leak in the children's room. It has been repaired.
- \*The issue of the poor lighting on the basement staircase was discussed. Ms. Becza is researching possible remedies.
- \*One of the solar lights on the outdoor library sign was vandalized.

## **Committees**

- \*Budget—The Morris Township mayor has proposed a July meeting on the third of a mil issue. The Director will gather information on employee health insurance costs, and how much the library spends on property/lawn maintenance.
- \*Education Liaison – Ms. Gottsleben noted that the high school graduation was occurring this night. She reported again on the book censorship legal fight by a Roxbury, NJ librarian.
- \*Investment – Mr. Brooks suggested that at our 2024 reorganization meeting the library retire its investment committee. It is no longer needed as the full transfer of the Foster Funds to the Foundation is completed.
- \*Foundation— There is a June 21 meeting to discuss 83 South St.'s lease renewal terms, including the roof issues. Hampshire's proposal is that it will bear the whole cost of any needed roof replacement in the next 2-3 years. If the repair is needed during the remaining 32 year life of the lease then both parties will share the cost of roof replacement.
- \*Nominations – No report.
- \*Insurance-See Mr. Coutts's report, above.
- \*Personnel – See New Business.
- \*Facility and Grounds – No report.
- \*Branding and Marketing— Further revisions to the proposed logo options are occurring. The logo choices were discussed, with no consensus reached.

## **New Business:**

The following personnel actions were approved: Hire Saudia Reid, PT Reference Librarian @ \$25/hr.; Hire David Alexander, PT Readers' Advisor @ \$15/hr.; Hire Zoe Raste, Bookmobile Page @ \$14.25/hr.

**Old Business:** None.

Meeting adjourned at 8:03pm.

Respectfully Submitted,

Patricia Ard, Secretary

