

August 15 , 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 6:07 pm.

Representing Morristown were: Lisa Price

Representing Morris Township were: 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 director 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.

Public Comment

Ellen Freitag, a Morris Township resident of twenty years, attended the meeting to say how much she liked the Library. She enjoys reserving items online, the paperback exchange, the music CDs, and using Libby. She particularly likes our homey atmosphere and all of the different great services like being fine free.

Minutes

No monthly meeting minutes were approved.

Treasurer's Report

Mr. Brooks absent. No discussion on Treasure's Report. Previous Report not accepted.

Director's Report

The following are major points presented by Mr. Leinaweaver:

*The school district has been reaching out to the Library and Abbi and Domenica have gone to events previously

*Mr. Grayzel from the Morris Township Committee reached out to Chad about doing programming in Township parks, particularly the new park by the Lidl/JerseyMike's Subs shopping plaza.

*Various outreach programs were discussed, including the Library's recent participation in the Frelinghuysen ESOL student event which was very successful. Chad Leinaweaver attended with Ignacio Drayer and Louis Munoz. They brought the button maker and the students enjoyed making Spanish and English language reading-themed buttons. Some students came into the Library the next day with their whole families.

- *The Library has more collaborative programming planned for the fall including an event with Pioneer Productions Theater Company.
- *The Library is participating in August's Meet Me in Morristown event, Justina will bring the button maker for the children to do a craft.
- *We have been moving collections around the building and discussing moving others in order to maximize space.
- *The family of Irene Preiser made a donation in her memory which will be used to purchase a display piece for Mysteries to be used in the Fiction area on the second floor as well as funding to be used toward purchasing adult Mysteries in future years.
- *We have been looking into buying display furniture.
- *Computer use by the public has dropped significantly since the pandemic.
- *The new puzzle collection is doing well.
- *The pass-through area between Reference and Circulation will now feature three displays, two of which will be new Spanish language and Russian language materials.

Building and Grounds Report

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

- *HVAC problems continue, we take care of each issue as they come along
- *There was an issue with the lawn sprinkler leaking in the median area near the bookmobile. This was a surprise as the sprinkler is not used in that space. A master valve will be installed so that this does not happen again
- *The plexiglass barriers were removed from all of the public service desks by Rob. He labelled each piece and stored them in closets within the respective departments

Committees

- *Budget-No report.
- *Education Liaison – Ms. Gottsleben noted that school staff is returning before Labor Day for the first time.
- *Investment – No report.
- *Foundation- No report.
- *Nominations –No report.
- *Insurance- The director spoke with Glenn Coutts about flood insurance. We can sign up for it at any point. Also, we can increase the accidental death coverage for volunteers. Glenn redid the cyberliability policy and found some savings which we could use to expand accidental death. Will discuss all of that at the September Board meeting.
- *Branding and Marketing - We will try to have a meeting of the subcommittee before the September Board meeting. Mary Lynn will convene the staff committee meeting before the next subcommittee meeting. She will forward all materials to the subcommittee which are received from Aviate. Suggestions have been made for a tagline change which will be discussed by the subcommittee.
- *Personnel – Ms. Price noted that for the first time in many, many months we are 100% staffed!
- *Facility and Grounds – No report from the committee but Lisa mentioned that due to the new logo she would be in favor of removing the holly tree from in front of the South Street Willis Wing windows. A meeting will be planned soon, possibly for September. Mary Lynn will send out an email.

New Business

Chad Leinaweaver reported the following:

*The flexible health spending account (FSA) has the small amount of \$2488.01 in it unclaimed by staff after a period of years. It reverts to the Library for use.

*The audit is in its final stages. Joanne asked the auditors about the FSA funds and it can be used for staff-centered education spending. There is a line in unrestricted funds which it can be added to. We will discuss at the September meeting.

Old Business None.

Public Comment Ellen Freitag mentioned that she believes the Museum Ticket program should be more prominently displayed on the Library's website. It was discussed that the website will have more editing done by Princeton Online for larger items per David Greene and Lisa mentioned that she would like to see the general website updated more frequently.

Meeting adjourned at approximately 7:45pm.

Respectfully Submitted,

Mary Lynn Becza, Assistant Director, In absence of Board Secretary