

December 12, 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: Deanna Quinones, alternate for Mayor Doherty; 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 November 14, 2023 monthly meeting minutes were approved.

Treasurer's Report

Mr. Brooks stated that the library's new office manager, Ms. Sanchez, put the month's report in the usual format as previous reports. He confirmed with her that there are two payroll periods left in the year. The library will take \$182,000 out of reserves to balance the 2023 budget. For 2024, the library has budgeted a 10.9% increase over the 2023 budget. Report received.

Director's Report

The following are major points presented by Mr. Leinaweaver:

*Former library director Marianne Gerhart has died.

*The director is setting up interviews with candidates for the assistant archivist position.

*The system's Polaris software was down while New Providence was added to the MAIN library system; other libraries are scheduled to join MAIN next year.

*Story time in the children's section is hugely popular. Programs for the very young will be added since there is a demand for same.

*Book club for middle graders will also expand.

*New schools are being added to the bookmobile's stops.

*Chess club is very popular.

*The book drop was hit by an unidentified car after hours and is temporarily out of service. Costs for a new book drop are being researched, along with the cost of placing bollards in front of it and expanding its concrete pad.

Building and Grounds Report

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

*See prior discussion of book drop issues.

*HVAC problems in the library continue. The units are seventeen years old. While they should not need to be replaced yet, Ms. Becza will research costs and sizing of replacement of the four units.

*The library will be joining the "Morristown Beautiful" organization as part of ongoing community outreach. The organization works on beautifying the town.

Committees

*Budget- The "unknown" for the 2024 budget is how much tax appeals of the town's 2023 property reevaluations will affect the appropriation for Morristown. Different budget lines would be revised in the 2024 budget, if necessary. A discussion of municipal funding rules ensued.

*Education Liaison – Ms. Gottsleben reported that recent teacher volunteers at the library reported a valuable experience. There will be future teachers volunteering at the library which is encouraged by the schools in place of particular staff meetings.

*Investment – Since the Foster funds were transferred to the Foundation's oversight in 2023, this is the last investment committee report. The funds have provided more profitable returns under the Foundation's purview.

*Foundation—At the Nov. 14, 2023 meeting the Foundation approved the library board's \$50,000.00 request for 2024 funding for such projects as plantings, signage, benches, and outside lighting. The funds include \$10,000.00 for the marketing and branding campaign. The Foundation requested that the library architect review the possible change of meeting rooms to study rooms, and encouraged the fast tracking of that project.

The lease with the Hampshire Co. through January of 2056 has been signed. Hampshire will now replace the 83 South St. roof at its own expense. The 2024 rent is \$30,000, and that figure will adjust annually.

Money was approved for the bronze booklet recognizing Ms. Sarah Fiske's previous gifts to the library.

The annual request for funds has been sent out.

*Nominations –No report.

*Insurance- No report.

*Personnel-See Old Business.

*Facility and Grounds – No report.

*Branding and Marketing—No report.

New Business:

*Library architect Bob Russell will attend the board's annual retreat to discuss the current and future usage of the library's spaces, including the move to create more study rooms. Mr. Leinaweaver will send out an email to determine the best date for the retreat.

Old Business:

*The 2024 holiday calendar was once again provided for review, to be voted on at the January meeting.

*At 7:17pm the board moved to executive session, which ended at 7:37pm.

*The board praised Mr. Leinaweaver for his tremendous stewardship of the library.

Meeting adjourned at 7:45pm.

Respectfully Submitted,

Patricia Ard, Secretary