

**September 17, 2024**  
**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 6:10pm.

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

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 Guariglia; Anne Piascik, 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 August 20, 2024 monthly meeting minutes were approved with slight revision.

**Treasurer's Report**

The report was received as submitted.

**Director's Report**

The following are major points presented by Mr. Leinaweaver:

\*Library stationary with the new logo is available.

\*The children's section head will be at the October meeting for a talk on her work, if scheduling allows. She has just returned from a personal leave of absence. The director is still interviewing for an assistant librarian in the children's section.

- \*A library employee was hit by a car in the Miller Road crosswalk outside the library and is recovering at home.
- \*Wifi upgrades continue, with a focus on the study/meeting rooms.
- \*New puzzles are being donated to the library, where they now regularly circulate.
- \*All the summer reading clubs were very popular, with prizes awarded.
- \*The bookmobile is again under repair, with a possible battery repair needed.
- \*Adult programming is restarting.
- \*The History Center shelving unit named “FRED” will be taken away soon, and any disturbed ceiling tiles will need to be repaired before the new unit is installed.
- \*A local Girl Scout inquired about doing a library related event to earn her gold star status.

### **Building and Grounds Report**

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

- \*Treasure room duct work is progressing.
- \*Metal flashing will be installed around the AC units on the roof and hopefully that will stop the leaking into the children’s room.
- \*Lawn sprinkler repairs are occurring.
- \*Paragon’s work on the stone masonry project is expected to be completed by the end of next month.
- \*The elevator inspector says a vent is needed in the basement utility closet in order to provide more fresh air. The telephone in the elevator will be replaced.

The board entered into closed session at 6:38pm to discuss budgetary matters, and returned to open session at 6:58pm.

### **Committees**

- \*Budget- The director is drafting the 2025 budget and has recently met with the personnel committee to discuss staff salary issues. Another budget committee meeting is needed sometime in the near future.
- \*Education Liaison – Ms. Piascik met recently with superintendent Mucci to update her on library events.
- \*Foundation—There is an upcoming November 12 meeting to review the revised facility and grounds proposal for 2025 funding. The new study rooms will be completed in 2025 so Bob Russell’s input is needed for that report/proposal.
- \*Nominations –No report.
- \*Insurance- No report.
- \*Personnel- See director’s report, above.

\*Facility and Grounds – The committee will be meeting soon to revise the Foundation grant request for 2025. This includes looking at the wayfinding signage timing.

\*Branding and Marketing—The logo is on the new library stationary. The committee is considering placing the logo on a new edition of the library cloth bags that are for sale. The Friends of the Library would like to use the logo, and Ms. Becza is helping to facilitate that.

**New Business:**

\*The director informed the board that the History Center staff with his approval are increasing the hourly rate for intensive research requests to a still modest \$25 per hour.

**Old Business:**

\*The library attorney continues to review the library personnel manual; the director and relevant staff are reviewing the circulation policies.

\*The financial audit was discussed.

Meeting adjourned at 7:16pm.

Respectfully Submitted,

Patricia Ard, Secretary