

July 16, 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 6:05pm.

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 Dougherty; 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 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 May 21, 2024 meeting minutes were approved. The June 18, 2024 minutes were approved as amended.

The vice president swore in new board member Anne Piascik as the Morris School district representative for superintendent Dr. Anne Mucci.

Treasurer's Report

Mr. Brooks discussed the revised budget containing the 22% increase in funding. At this midway point in the year, the budget is on target. The report was received.

The director introduced David Greene, head of reference and adult services, as the first in a series of informational conversations between department heads and the board. Mr. Greene discussed his background at other libraries, and enumerated his

duties. He explained a principal goal was a more representative collection and sharing of ideas across departments. In response to questions Mr. Greene spoke at length about various electronic resources, and their pricing from publishers. He stated the new planned study areas are needed and will be helpful to patrons. He suggested that the library might benefit from a reference librarian at the circulation desk to better serve patrons as they usually initially approach the circulation desk. He is currently reviewing the library website to focus on ways to make it more patron friendly.

The director stated that the head of the History Center collection is coming to the August, 2024 meeting.

Director's Report:

The following are major points presented by Mr. Leinaweaver:

- *Library architect Bob Russell is reviewing the masonry project. In the fall he will do the planning for the two new study rooms and present his plans at a board meeting.
- *The director suggested that the board consider the location/relocation of the children's and young adult collections at the annual 2025 retreat. Such a discussion would include the status of the 1917 wing.
- *Mr. Leinaweaver noted that through attrition and retirements there is an ongoing generational change in library personnel.
- *The office manager is providing all requested materials for the annual library audit. The personnel manual continues to be revised, and the circulation staff are preparing a circulation policy manual.

Building and Grounds Report

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

- *Climate change is causing more intense use of the A/C system and Ms. Becza queried what other changes climate change might foster. For example, increased rainfall causes drainage and flooding issues, as well as humidity and mold. She noted that electrical costs have increased overall.
- *The planned door and window projects should be completed in the October to December, 2024 period. The trench project is underway but stalled.
- *MAIN is considering a change to the bidding process.

Committees

- *Budget: No report.

*Education Liaison: There were three retirements by Morris School district librarians in the 2023/2024 period, but all have been filled.

*Foundation: No report.

*Nominations –No report.

*Insurance: See old business.

*Branding and Marketing: Pens and stickers with the new logo are being circulated.

*Personnel: Two part-time positions in the children’s department need to be filled. The personnel committee will meet in August to discuss salary adjustments in line with the NJLA minimums.

*Facility and Grounds: No report.

New Business:

A motion passed to hire Felix Vallovera at \$57,500 annually to be a full-time reference and adult services librarian. The director noted Mr. Vallovera is bilingual.

Old Business:

*The library’s insurance adjuster Glenn Coutts informed the director that, in answer to a board query, changing the annual insurance deductible from \$5,000 to \$10,000 would save \$2,300 annually. A discussion ensued and it was determined not to change the deductible at the present time.

*Mr. Coutts had also researched book banning/challenges coverage. It was decided to not request such coverage at this time.

*Mr. Brooks referenced NJ Assembly Bill 3446 or the “Freedom to Read” Act that is moving through the New Jersey legislature. Specifically, certain sections of this proposed bill reference public libraries and responding to book challenges. He noted the proposed legislation might inform our revisions to the library’s collection policy.

*Prior to the meeting the director had sent to the board the Collection Development Policy containing revisions suggested at the June, 2024 meeting. He will circulate the policy again before the August meeting.

A resolution praising the long and valuable service of retiring board member Debra Gottsleben was read aloud and entered into the minutes (attached).

Meeting adjourned at 7:55pm.

Respectfully Submitted,

Patricia Ard, Secretary