

December 9, 2025
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 6:06pm.

Representing Morristown were: Patricia Ard, Secretary; and Lisa Price
Representing Morris Township were: Don Kiel, Vice President; and Geoff Brooks, Treasurer; and George Quillan

Also present were: Deanna Quinones, alternate for Mayor Dougherty; Anne Piascik, alternate for Superintendent Mucci; Beth Quirk-Hendry, alternate for Mayor Guariglia; Chad Leinaweaiver, 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, and providing same to the Clerks of Morristown and Morris Township as well as to the Morris County Daily Record and The Star Ledger, all more than forty-eight hours prior to the meeting.

Minutes

The November 18, 2025 monthly minutes were approved.

Treasurer's Report

Mr. Brooks stated that the library had received all of its 2025 income, and that there were will still some outstanding expenses for 2025. The variance section of the report shows that the library spent 14% more on books in 2025 than the prior year. After a brief discussion of book ordering and related supply chain problems, the report was received.

Director's Report

The following are the major points presented by Mr. Leinaweaiver:

*The door count yielded approximately 17,000 visitors in November.

*A partial list of end-of-year expenses includes tables and chairs; plasterwork; security camera installation; and cabling for WiFi and phones.

- *Library maintenance staffer Miguel Reyes is on paternity leave.
- *A number of Launchpads, including some still under warranty, were returned to the manufacturer for various technical problems.
- *The children's "Book Buddies" program was successful.
- *The director discussed the wishes of some patrons to make a gift to the library.
- *A discussion occurred concerning the Libby app, and what details show up on a patron's phone.

Building and Grounds Report

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

- *The bookmobile refurbishment has been completed. Thus, its wrapping will be done in the next couple weeks. Its newly hired driver, Jess Hogan, has begun to make stops.
- *The holiday concert was very successful, with 132 people attending.
- *Ms. Becza is shopping for new furniture for the lower level meeting room.

Committees

- *Budget-Prior to Thanksgiving, the 2026 budget was presented to both the town and township in a timely fashion.
- *Education Liaison –Ms. Piascik reported that in September, 2026 the district will hold a funding referendum. Needed areas of capital improvement include classroom renovations, pool refurbishment, and cafeteria expansion.
- *Foundation- Mr. Brooks reported that the annual solicitation letter was sent out prior to Thanksgiving; the holiday cards to donors are at the printer and will go out in the next week or so.
- *Nominations – N/R
- *Insurance- N/R
- *Personnel- There was a recent resignation in the children's section of a part time employee. The director introduced the backgrounds for three new employee recommendations. The board approved the following actions: Hire James Onorevole, PT Reference Librarian @ \$26.50/hour; Hire Shayna Machese, Assistant Archivist @ \$17.00/hour; Hire Sobia Khan, PT Readers' Advisor @ \$16.00/hour.
- *Facility and Grounds- The bids for the four approved renovations should be completed by next week. The bid meeting is set for January 7 and bids are due after that so we should have a bid to approve at the February, 2026 board meeting (barring any issues).

*Branding and Marketing- The bookmobile wrap is awaiting completion. The holiday card to patrons includes the library's new logo.

Old Business:

The board continued from last month's meeting a lengthy discussion of revisions to the library's meeting room policy. Mr. Leinaweaer said library counsel had advised that the library may allow private meetings as long as such meetings are open to all groups. The library could limit, if it wished, the meeting rooms to non profit enterprises or it could give preference to nonprofits. The director always has the ability in the policy to determine if a group has misstated its meeting's purpose.

The board affirmed that the current policy of first come/first served is the policy most amenable to easy and fair enforcement. The paragraph requiring all meetings to be open to the public will be removed. Study rooms and meeting rooms will have slightly different policies due to their different uses, and rooms will be designated as such. The director and Ms. Becza will approve a streamlined and revised meeting room agreement once the board confirms its revisions. The collections policy will be discussed at a future meeting.

New Business:

* Mr. Leinaweaer discussed the idea of using part of any future surplus for special staff awards. Currently staff receive small bonuses for every five years of continued service. Some other libraries also follow this tradition. The director will inquire if the two municipalities provide any bonuses to employees.

*The board entered executive session at 8:00pm to discuss the director's annual reflections and job performance. The executive session ended at 8:13pm with the approval of a 5% increase for the director's salary. The board then informed Mr. Leinaweaer of its unanimous agreement of his excellent stewardship of the library, and praised him, in particular, for his continuing focus on patron services in an especially busy and challenging year.

Meeting adjourned at 8:32pm.

Respectfully Submitted,

Patricia Ard, Secretary