

November 18, 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 6:01pm.

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

Representing Morris Township were: Don Kiel, Vice President; and Geoff Brooks, Treasurer

Also present were: Anne Piascik, alternate for Superintendent Mucci; Beth Quirk-Hendry, alternate for Mayor Guariglia; 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, 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 October 21, 2025 monthly minutes were approved with revisions.

Treasurer's Report

The report was received from Mr. Brooks after his presentation of same.

Director's Report

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

*The director noted that prior to the meeting he had sent out the revised meeting room policy, and that the revised collection development policy was in the Board's packet.

*The director will provide his annual reflections prior to the December 9, 2025 Board meeting, but an overall impression was that it has been a particularly

productive and busy year. The introduction of the Koha circulation system, as well as a new phone system and the installation of additional access points for the internet, all required significant and thoughtful engagement from the staff.

*For the first time, over 30,000 library materials circulated this past month. A discussion ensued regarding the various reasons for this increase, including ebook circulation, Libby use, and automatic renewals.

*On November 12, 2025 Mr. Leinaweaver participated in a community building conversation with other major public and private organization representatives from the Morristown area.

*The year has seen an increase in the use of legal, insurance, and police services; Mr. Leinaweaver noted this increase appears to be in line with other local organizations.

Building and Grounds Report

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

*The maple tree has been planted on the front lawn.

*A new leak in the Children's room is in the same spot as the previous leak. The leak's source is still believed to be in the ductwork.

*The roof in general needs repair, but Ms. Becza stated the 1930 roof section is in the worst shape. Also, the 2006 roof will soon no longer be covered by its twenty-year warranty. The Board discussed the possibility of a capital improvement grant for the roof, especially for the "historical" 1930s section.

*The director reported that he had been discussing with library architect Bob Russell the most effective remediations coming from the February, 2025 sprinkler incident report.

Committees

*Budget- A second reading of the budget occurred. After discussion led by Mr. Brooks, a motion passed to accept the 2026 budget.

Capital projects and thus expenditures are occurring throughout the library. These include expanding the paging system and internet access points, hard wiring phones, repairs to the sorting room, and the ongoing purchase of new meeting room tables and chairs.

*Education Liaison – Ms. Piascik reported that the district is limiting field trips by elementary students to the library, possibly due to a shortage of nurses to accompany the class. She will be investigating the issue and reporting her findings back to the Board, since these visits are essential introductions to the library and its free and varied materials for many students and their families.

*Foundation- The Foundation board met on October 27 and approved all of the Foundation grants for 2026 associated with the revenue lines in the Library's 2026 budget.

The annual appeal letter will go out before Thanksgiving. It will be followed at a later date by a holiday card from the library to those institutions and individuals who gave to the library last year.

Mr. Brooks and the director discussed the significant increase in estimates from the HMR architects original estimates for the four bid projects, which are as follows:

1) The two study room "conversions" and the second floor closet); 2) the courtyard work; 3) the structural repairs to the foundation of the South Street entrance tower; and 4) a third study room to be constructed on the second floor of the 2006 wing.

The Foundation will cover some of this potential increase and a discussion ensued regarding the library's possible contributions, and the reasons for the extra costs in the new estimates. Generally, the new estimates for the projects contain much more detail, monies for contingencies, and HVAC improvements. A motion passed to allow HMR Architects to send these projects out to bid.

*Nominations -The president suggested that the committee reach out to board members to assess their interest in serving, or continuing to serve, on the board as officers.

*Insurance- N/R

*Personnel- See New Business, bellow.

*Facility and Grounds- The director returned briefly to his discussion of the four projects going out to public bid.

*Branding and Marketing- The bookmobile wrap project, which will include the library's new logo, is well underway.

New Business:

* Mr. Leinaweaver noted that there have been three recent resignations for various personal and professional reasons. At the director's recommendation, the board approved the hiring of the following: Hannah Linares, PT Children's Library Assistant @ 16.00/hr.

The director stated he will send out his 2025 annual reflections prior to the December board meeting.

A lengthy discussion occurred on revisions to the meeting room policy. There was a general consensus that the policy needed to be clear and easily understood by both the public and library employees. The director will contact library counsel on the issues of whether all meetings should be open to the public and available only to non profit organizations. It was agreed that no group can collect a fee from

attendees. Distinguishing uses and purposes for the gallery, meeting rooms, and study rooms was discussed. Mr. Leinaweaver encouraged members to forward any questions to him in advance of a continued discussion of the policy at a future meeting.

Old Business: N/R

Meeting adjourned at 8:04pm.

Respectfully Submitted,

Patricia Ard, Secretary