

**January 20, 2026**  
**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 6:23pm.

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

Representing Morris Township were: Don Kiel, President; 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 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 December 9, 2025 monthly minutes were approved.

### **Treasurer's Report**

The report reflects that the library was under in its spending for the year, due to the uncertainty over town funding for the first half of the year, and the effect on materials purchasing of that uncertainty.

### **Director's Report**

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

\*Personnel was volatile in 2025 due, in part, to some retirements of long-time staff, new staff hires, and some part time staff leaving for full time positions.

\*The director noted that the alarm and phone systems had both been upgraded, and that he was researching a more sophisticated door counter.

- \*Making some part time positions full time will help the running of the library, since it will allow for more flexibility in moving staff to tasks as needed.
- \*The recent meeting of MAIN library alliance approved a name change of the organization to PILLAR. It will take some time for the change to be implemented.
- \*The new bookmobile wrap succeeded in making the old bookmobile look like a new, bright vehicle.
- \*One of the unintended consequences of the expansion of MAIN to include new libraries has been the increased circulation of library materials. A physical therapist was brought in to train circulation staff on the best way to handle heavy packages with the least bodily strain.
- \*Mr. Leinaweaver noted he is planning to take a few trips with the assistant director to other libraries to gather ideas on best practices.
- \*New readers' advisors are doing more work in different patron services.
- \*The director noted some new databases the library now offers. A discussion ensued over the time that borrowers should be given when taking out a museum pass.

### **Building and Grounds Report**

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

- \*Ms. Becza introduced Sergio Gomez of S&G Painting to the board. Mr. Gomez is doing plaster work repair in various parts of the library and Ms. Becza offered to show interested board members his work at the end of the meeting.
- \*The front entrance sliding doors are in need of maintenance due to problems caused by the extreme cold weather.
- \*Where possible, Ms. Becza is changing out light fixtures to LED ones, with some being retrofitted.
- \*Ms. Becza is planning to label all the building's electrical boxes.
- \*The assistant director is purchasing walkie-talkies for areas such as the basement where cell phone reception is spotty.
- \*New furniture is being purchased, with others around the building being swapped out for existing items.
- \*The remediation that has occurred resulting from the January, 2025 sprinkler bursting incident was discussed in light of the current extreme cold. Ms. Becza noted that freezing on the roof is a problem that is being investigated for best solutions.

### **Committees**

- \*Budget- N/R

\*Education Liaison –N/R

\*Foundation- Mr. Brooks reported that there was a strong response to the Foundation's annual appeal letter, with between \$40,000 to \$45,000 raised. Holiday cards were sent out as well this year to any donor at the \$250 level and above. Mr. Brooks and the director met with a friend of Mr. Brooks's who had made a major donation, and discussed setting up an appropriate endowment account.

\*Nominations – See January 20, 2026 organization meeting notes.

\*Insurance- The director spoke with the library's insurer representative Mr. Coutts concerning whether any carriers would allow the library to use its own counsel and be appropriately compensated, without requiring outside counsel.

\*Personnel- The hiring of Ms. Ruth Carrera, Children's Library Assistant @ \$17.00/hr., was approved.

Ms. Price reported that she and Ms. Ard had met recently with Mr. Leinaweaver to discuss his 2026 goals as well as topics for the board's annual retreat. Board members were urged to send any retreat issues they'd like discussed to the director who is setting up the agenda.

\*Facility and Grounds- The January 7, 2026 walk-through with interested bid parties occurred for the bid project and its alternates. Bids are due by February 10, 2026.

\*Branding and Marketing- The bookmobile wrap is completed, with the vehicle in use again and graciously receiving compliments.

### **Old Business:**

\*The director and assistant director are continuing to review the revised meeting room policy and its related agreement for users. The policy will be reviewed again at the February board meeting.

\*The collection development policy was discussed and members made several suggestions for revisions. The policy will be reviewed by Mr. Leinaweaver with library counsel and he will report back to the board.

\*The need for a naming policy at the library was noted.

### **New Business:**

\* The 2026 holiday calendar was approved.

\*Saturday, March 7, from 9:00am to 12:00 is set for the 2026 board retreat.

\*The board entered closed session at 7:34pm to discuss a personnel issue. Closed session ended at 7:46pm.

\*The library's updated organizational chart was distributed by the director and discussed.

Meeting adjourned at 7:52pm.

Respectfully Submitted,

Patricia Ard, Secretary