

March 7, 2026
Joint Free Public Library
Of Morristown and Morris Township
Board of Trustees Annual Retreat Meeting

The annual retreat meeting of the Board of Trustees of the Joint Free Public Library of Morristown and Morris Township was called to order at 9:27am.

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.

The director introduced the agenda for the board of trustees 2026 annual retreat. He noted the majority of the meeting would concern the "benchmarking" trip made by himself and the assistant director. He referred to the agenda item of the possible conversion of part time staff positions to full time, and stated he'd be glad to discuss this issue either today or at a future board meeting.

*A spreadsheet of 2019, 2024, and 2025 circulation statistics was distributed and discussed at length. The increase in door count and audio and ebook downloads was noted as was the effect and use of the Libby app.

*A spreadsheet of past and future capital expenditures was reviewed and analyzed.

*Ms. Becza discussed the new lighting installed outside the South St. tower entrance and how it has increased the brightness of that entrance area.

*Mr. Leinaweaver stated he and library architect Bob Russell had met with the lowest bidder for the study room/courtyard projects. The base bid was for the creation of study rooms and the closet on the second floor. The bid alternate 1 is to work on the courtyard. Bid alternate 2 is to examine and repair any of the steel footings on the 1987 South Street tower. Bid alternate 3 was to create a third study room on the second floor. The board discussed the various bid options and the projects involved. Mr. Brooks observed that there was currently about \$850,000.00 in unrestricted Foundation funds, with approximately \$300,000.00 marked for projected projects.

The recent “benchmarking” tour of six similar sized New Jersey libraries by the director and assistant director was then discussed. Ms. Becza had visited the Union Public Library by herself, and she and the director then visited the following public libraries: Livingston, Montclair, Bloomfield, Wayne, and Ridgewood. Mr. Leinaweaver showed a detailed power point of each library visited, focusing on the following issues for discussion and comparison by himself and Ms. Becza: study rooms; signage; furniture and carpeting; display cases; media sections; children’s rooms; computer stations; and parking.

The board noted the welcoming nature to patrons of the Morristown and Township library. It was determined that one or both of the following will be tested in the library in the near future: A floor directory installed internally somewhere near the 1980 back entrance; and a small tv, listing, inter alia, library programs, and placed on the main circulation desk.

The board determined to hold for a future meeting the discussion of possible conversion of part time staff positions to full time as needed, and the job duties of various positions.

Meeting adjourned at 12:35pm.

Respectfully Submitted,

Patricia Ard, Secretary