

**April 21, 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 6:06pm.

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

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

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 March 17, 2026 meeting minutes were approved.

**Treasurer's Report**

Mr. Brooks noted that the library budget was a quarter of the way through the fiscal year, and that heat and electrical expenses were higher than last year. The report was received.

Mr. Leinaweaver thanked library counsel Kristen Hayes for attending and at 6:17pm the president called for the board to enter closed session. Closed session ended at 6:54pm.

The director introduced Brian Stevens from HMR Architects who discussed at length his firm's proposal for the administration of the study room/courtyard projects, and replacement of carpeting that was damaged during the January, 2025 sprinkler leak. HMR put forth a proposal to do a carpeting plan in advance of the replacement and the board approved HMR's proposal.

The director and Mr. Stevens also discussed the three bids received for the study room/courtyard projects. The first bidder withdrew after the bidder had discussions with various parties. After review by library counsel, the bid by Practical LLC was held to have a material defect. The bid by ADP was \$40,000 over HMRs estimate, but HMR and library counsel advised upon review that ADPs numbers were reasonable. ADP has stated they are able to start work immediately.

Mr. Brooks discussed the methods of payment for the ADP proposal. The Foundation has already approved \$300,000 for these projects. Mr. Brooks will recommend to the Foundation that it raise its contribution to \$350,000. Thus, \$350,000 would be funded by the Foundation, and \$380,000 from library reserves, for a total of \$730,000 for the projects. Mr. Stevens estimated a six month construction schedule for the study room /courtyard projects, which then should be completed by the end of 2026.

A motion passed to approve HMR's proposal for the study room/courtyard project and accept the bid by ADP.

### **Director's Report**

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

- \*There has been an influx of group visits to the library.
- \*The children's department had a "Tech Take Apart" program that was hugely successful.
- \*The History Center has been digitalizing newspapers, many of which are deteriorating.
- \*Grants for the scanning of old documents are being researched, as is how best to optimize the searching of these documents.
- \*Motions passed to approved HMRs fees of \$18,960 for the flooring plan and \$45,500 for oversight of the construction projects.

### **Building and Grounds Report**

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

- \*A scheduled inspection revealed that two replacement parts were needed for the air handler units in the 2006 wing. One part was sourced abroad and installed, and the other will be delivered and installed shortly.
- \*Testing of the tower drains was done by Russo Plumbing to try to ascertain the source of a leak. Roof repairs on the tower flat roof will move forward and hopefully the source of the leak will be discovered during this work.

\*All breaker panels in the library have now been labeled.

### **Committees**

\*Budget- N/R

\*Education Liaison –N/R

\*Foundation- See prior discussion under HMR architects report, above, with respect to Foundation funding for approved projects.

\*Insurance- N/R

\*\*Personnel-At the director's recommendation, the board approved the hiring of Andrew Francis as a PT Circulation Library Assistant @ \$17.00/ hr. Mr. Francis will work between 13-20 hours a week, as needed.

\*Nominations – The board is waiting for a Town nomination.

\*Branding and Marketing- N/R

Facility and Grounds- N/R

### **New Business:**

\*The Foundation match for the upcoming building projects is discussed above in the reports by Mr. Brooks and Mr. Stevens of HMR architects.

\*The board approved the director's suggestion that the library's credit limit be expanded to \$14,500 per month.

\*The director discussed the possibility of approving a new 403B employee pension investment option. Mr. Leinaweaver stated he would supply the board with an expanded explanation of this suggestion, and thus the matter was postponed to a future meeting.

\*The board approved the library closing on May 29, 2026 for the annual Staff Day.

\*The director reported at length on the issue of whether library personnel should stay in the state health benefit plan, join a self-insured plan, or whether the library should revise its participation in the state plan. He explained that there are mini state-plans where municipalities join together; Mr. Leinaweaver is getting a claim report to see if the library is able to join such a confederacy if it wishes to. It was noted that currently employees contribute to their health insurance plan.

**Old Business:**

N/R

Meeting adjourned at 8:27pm.

Respectfully Submitted,

Patricia Ard, Secretary