

Denville Public Library  
121 Diamond Spring Road  
Denville, NJ 07834

The Board of Trustees of the Denville Public Library met in regular session on Thursday, October 10, 2024, in the Denville Public Library Meeting Room. The President, Mr. Dunn, called the meeting to order at 7:05 p.m.

Mr. Dunn announced that the notice requirements of the Open Public Meetings Act of the State of New Jersey for this meeting have been satisfied. Annual notice of the meetings of this Board, containing the time, date and location of this meeting is posted on the outside door of the Public Library and on the bulletin board at Town Hall. The annual notice was transmitted to two newspapers and filed with the Clerk of the Township of Denville.

**ROLL:** Present: Michael Dunn, President  
Carlos Duarte, Vice President  
Seth Johnson, Treasurer  
Nancy Gerhardt, Secretary  
Tom Andes, Mayor  
Tara Baumann  
Linda Breder, Superintendent Alternate

Also Present: Siobhan Koch, Library Director  
Anne Puppò, Manager of Administrative Services  
Mark Venis, Council Liaison  
Staff

Absent: X

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Ms. Breder, seconded by Mr. Duarte, and carried to approve the minutes from September 12, 2024 with corrections and order them filed.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

**TREASURER'S REPORT:** A motion was made by Mr. Johnson, seconded by Mr. Duarte, and carried to approve the Treasurer's Report for the period ending September 30, 2024 and approve payment of bills on the Bill Lists dated September 30, 2024 and October 10, 2024.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

#### **CORRESPONDENCE:**

A thank you card from Ms. Puppò was shared.

#### **DIRECTOR'S REPORT:**

- Siobhan reviewed highlights from her October 10, 2024 Director's Report.
  - September 6<sup>th</sup> – NJLA Public Policy Committee Meeting on Zoom.

- September 30<sup>th</sup> – LibraryChef welcome meeting on Zoom with Ilene.
- The Library appropriation for 2025 will be \$1,478,775.
- Community Partnerships and Outreach
  - Denville Education Foundation:
    - Movie Night on 9/13 (SK, KJ, DJ)
  - Denville Arts Council:
    - Art in the Park - 9/8 - children's artwork on display (SK)
  - Sustainability Committee
    - Green Fair at the Farmer's Market on 9/15 (SK, LSR)
  - Two Girls and Rotary
    - Feast of San Gennaro on 9/22 (SK, MEL, CK)
  - Sunrise Rotary
    - Denville Duck Race on 9/28 (SK, HS)
  - Also, held a duck decorating class with the Sunrise Rotary and Write On Gifts on 9/14
  - Schools
    - Back to School Nights:
    - Lakeview - 9/12 (LSR)
    - Riverview - 9/24 (MC)
    - Valleyview - 9/18 (SK)
    - Morris Knolls - 9/19 (KJ) and 9/26 (IL)
- Leslie Sommers has been hired as an adult services library assistant. Her start date was 10/8/24.
- The children's room has been extremely humid. John is going to have the HVAC company look into bypassing an economies circuit as they have in the Police department when they had this issue. In the meantime, we have moved a dehumidifier into the children's room. We have another in the office since this has been a long standing issue in the office area.
- The leaks seem to have stopped. It did not leak during the rain the last two weeks but we will see when a more severe storm system comes through.
- HVAC came and moved a vent from reference into the children's room.
- Storytimes going well.
- Celebrate the Children visits started again.
- We will be adding a new book group in November.
- Adult virtual programs are well received and attended.
- Received 400 Big Thunder and 400 Little Thunder bags from Clean Communities.

**STRATEGIC PLANNING:**

- No questions or comments.

**MONTHLY STATISTICAL REPORTS (Statistical Report & Reference/Digital Resources Statistics Report):**

- Statistical Report
  - Digital Collections are up.
- Reference & Digital Resources Statistics
  - No Consumer Reports or Wall Street Journal numbers for September yet.

**OLD BUSINESS:**

- School House Update:
  - No updates.
- Building Update:
  - Furniture update: The new chairs are in the warehouse waiting on delivery. Children's bookshelves are on backorder.
- Employee Handbook:
  - Waiting to hear from lawyer.
- Hunterdon County ESC:
  - Approved
- ESCNJ:
  - Waiting to hear
- Digitization project:
  - Foveonics information distributed to BOT

**PUBLIC:**

- Maryellen Liddy, Youth Services Supervisor, announced Trunk or Treat is on Sunday, October 20<sup>th</sup>. Tickets will be available 10/17/24. Also mentioned having a cleaning person between Friday morning and Monday afternoon would be extremely helpful.

**NEW BUSINESS:**

- Leslie Sommers

A motion was made by Mr. Johnson, seconded by Ms. Gerhardt, and carried to approve the hiring of Leslie Sommers, part time adult services assistant as of 10/8/24.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- Leave of absence:
  - One of the circulation assistants is on medical leave until 11/14/24.
- Audit:
  - 2023 audit was discussed.

A motion was made by Mr. Johnson, seconded by Ms. Gerhardt, and carried to approve the 2023 audit contingent upon no changes being made once discussed with the auditor.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- 2025 Holidays and BOT Meeting Dates:
  - 2025 holidays and board meeting dates discussed.

A motion was made by Ms. Baumann, seconded by Ms. Gerhardt, and carried to approve both 2025 Holidays and BOT meeting dates with the Town Council Budget Presentation date to be added once decided.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-Y; Baumann-Y; Breder-Y

- July 4, 2026:
  - July 4, 2026 is the 250<sup>th</sup> Anniversary of State and County. Compensation will be considered in next contract.
- Bill 3738:
  - Bill 3738 – Main Library Alliance is asking for \$500,000 to help form the new consortium which would serve over 700,000 residents. The money would go towards startup costs.

**ADJOURNMENT:** A motion was made by Mr. Duarte, seconded by Ms. Baumann, to adjourn the meeting at 8:19 pm. A voice vote indicated all present in favor with no opposition expressed.

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Nancy Gerhardt, Secretary