

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, August 8th, 2024, in the Denville Public Library Meeting Room. The President, Mr. Dunn, called the meeting to order at 7:04 p.m.

Mr. Dunn announced that adequate notice of this meeting was posted in the library and was provided to the Denville Municipal Clerk, The Citizen, and the Daily Record no later than last Tuesday in accordance with the Open Public Meetings Act.

**ROLL:** Present: Seth Johnson - X  
Tara Baumann  
Michael Dunn  
Nancy Gerhardt -X  
Carlos Duarte  
Tom Andes, Mayor  
Linda Breder

Also Present: Siobhan Koch, Library Director

Absent: X

#### **PLEDGE OF ALLEGIANCE**

**MINUTES:** Tabled to next meeting

**TREASURER'S REPORT:** A motion was made by Mr. Duarte, seconded by Ms. Baumann, and carried to approve the Treasurer's Report for the period ending July 2024 and approve payment of bills on the Bill Lists dated July 2024, August 1-8, 2024, December 2022 and April 2023.

Dunn – Y; Duarte – Y; Johnson – N/A; Gerhardt – N/A; Andes – Y; Breder - Y

#### **CORRESPONDENCE:**

- Letter from Main Library
- Additional funds from the Estate of Lillian Oshima
- Letter from Bedkowski family and response from Mayor

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

- Reviewed Director's Report
  - Roof leaking
  - Repair in progress for broken HVAC blade

### **STRATEGIC PLANNING:**

- Reviewed report

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

- Reviewed report

### **OLD BUSINESS:**

- School House Update – pre-requisite webinar has been postponed
- Chair replacement still in progress
- Employee handbook reviewed

### **PUBLIC:**

Opened meeting for Public Portion @ 8:09 p.m.

- Request for a shed to house summer program materials outside
- Party event happening 8/9
- Scavenger hunt scheduled for the following week

Closed Public Portion @ 8:22 p.m.

### **CLOSED SESSION:**

- A motion was made by Mr. Duarte, seconded by Mr. Dunn, and carried to go into Closed Session to discuss personnel and union at 8:26 pm. A voice vote indicated all present in favor.
- A motion was made by Mr. Duarte, seconded by Mr. Dunn, and carried to go out of Closed Session at 8:39 pm. A voice vote indicated all present in favor.

### **ACTION FROM CLOSED SESSION:**

- A motion was made by Mr. Duarte, seconded by Mr. Dunn, to approve leave of absence for Anne Puppo until 9/1. A voice vote indicated all present in favor.

### **NEW BUSINESS:**

- Bookshelf – donor memorial
- Ms. Koch was approved to attend the League of Municipalities Conference in November
- New sign for library
- Charging station was donated, all attempts to contact company have failed, considered abandoned property
- Request to extend janitorial hours from current 1 hour per day
  - Will be raised at department head meeting

**ADJOURNMENT:** A motion was made by Mr. Dunn, seconded by Ms. Baumann, to adjourn the meeting at 9:43 p.m. A voice vote indicated all present in favor with no opposition expressed.

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Carlos Duarte, Secretary