

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 July 11, 2024, in the Denville Public Library Meeting Room. The President, Mr. Dunn, called the meeting to order at 7:11p.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  
Tara Bauman  
Linda Breder, Superintendent Alternate  
Tom Andes, Mayor – Arrived during Director’s Report

Also Present: Siobhan Koch, Library Director

Absent: Angela Cote, Council Liaison  
Anne Puppo, Manager of Administrative Services

**PLEDGE OF ALLEGIANCE**

**MINUTES:** A motion was made by Mr. Johnson, seconded by Ms. Bauman, and carried to approve the minutes from June 13<sup>th</sup>, 2024, both; regular session and closed session and order them filed. A voice vote indicated all present (except Mr. Dunn and Mr. Duarte – abstained) in favor with no opposition expressed.

**TREASURER’S REPORT:** A motion was made Mr. Johnson, seconded by Ms. Gerhardt, and carried to approve the Treasurer’s Report for the period ending June 30, 2024, and approve payment of bills on the Bill Lists dated 7/5/2024.

Dunn-Y; Duarte-Y; Johnson-Y; Gerhardt-Y; Andes-absent; Bauman-Y; Breder-Y

**CORRESPONDENCE:**

- Mr. Johnson, on behalf of the President of Lake Arrowhead Association thanked the Library for Stories in the Sand presentation.

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

- Siobhan reviewed highlights from her July 11, 2024 Director's Report.
  - June 1 – The Fairy Library created by Melanie on display at the Denville Arts Council's Fairy Trail
  - June 2 – Rotary Festival Table
  - June 6 – Friends of Library meeting
  - June 11 – Department Head meeting at Town Hall
  - June 13 – Main Board of Trustees online
  - June 20 – LibraryLinkNJ Membership Meeting at Middlesex County College
  - June 20 – Denville after Dark - participated
  - June 21 – Meeting with James from The Gym Connection to discuss programming ideas
  - June 24 – Summer Reading officially begins
  - June 25 – Main Policy Committee meeting online
  - Jun3 25 – Zoophoria program at Town Hall with Maryellen and Zach
  - June 26 – 250<sup>th</sup> anniversary meeting at Town Hall
  - June 27 – Friends of the Library meeting at Town Hall
  - July 1 – Director Luncheon celebration Radwa who is leaving Roxbury to go to Montclair
    - - Will be stepping in as Robury Main Treasurer for six months to complete Radwa's year.
    - - Juneteenth celebration with approx. 65 people in attendance – read stories, snacks, rockets, and crafts. Was a good event

### **STRATEGIC PLANNING:**

- No questions or comments

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

- Statistical Report
  - Children's numbers are up.
  - June and early July have been very busy
- Reference & Digital Resources Statistics
  - No questions or comments

### **OLD BUSINESS:**

- Schoolhouse Update
  - No new information
- Building Update
  - Furniture – Correct legs have been installed in chairs
  - Continued leak in the window in the children's room and janitor's closet
  - Gutters need to be cleaned.
  - HVAC maintenance in library - on list – however, Police station HVAC needs to be replaced first.

- Trees
  - Cherry tree has been cut down by Seneca. New tree will be planted in fall.
  - Other trees needing cut down were also removed from behind the library.
- Employee Handbook
  - Asked Trustees to review and contact Siobhan if any concerns. To be reviewed at next month's meeting. Target vote for September meeting.

**PUBLIC: (7:40pm)**

- Mary Ellen Liddy – Denville Library Staff – Commended her staff.
  - Zach – Preschool Science
  - Laura – Grade School program
  - Melanie – Nature Program
  - Intern Ashley – will do her 1<sup>st</sup> program next week. She is currently planning.
  - Music program
  - August 13 – Taylor Swift impersonator. Concerned regarding space since expecting a large number of attendees. Mayor Andes stated there is a potential to use one of the school gymnasium. He will advise Siobhan.
  - 8/9/24 – End of summer party to celebrate the summer reading participants. Invites will be sent.

**CLOSED SESSION:**

- A motion was made by Mr. Johnson, seconded by Ms. Gerhardt, and carried to go into Closed Session at 8:00pm to discuss Personnel Leave of absence and union matters.
- A motion was made by Mr. Johnson, seconded by Ms. Bauman, and carried to go out of Closed Session at 8:52pm. A voice vote indicated all present in favor.

**NEW BUSINESS:**

- Denville Arts Council – Tuesday Music in the Park – 7pm – 9pm at Gardner Field.
- Did interview with Denville Life.

**ADJOURNMENT:** A motion was made by Mr. Johnson, seconded by Mr. Duarte, to adjourn the meeting at 8:57pm. A voice vote indicated all present in favor with no opposition expressed.

---

Nancy Gerhardt, Secretary