

MINUTES OF THE LIBRARY BOARD OF TRUSTEES MEETING

February 27, 2023

The Board of Trustees of the Millburn Free Public Library held their regular monthly meeting on Monday, February 27th 2023 at 7:30 p.m. Present were: Mrs. Binder, who presided, Mrs. Eisner, Mrs. Ipp, Mrs. Kelly, Mr. Cohen and Mr. Banick. Ms. Sherman and Ms. Chenofsky Singer were absent.

Mrs. Binder opened the meeting and read the Sunshine Law Announcement.

MINUTES:

Mrs. Binder asked the Board to review the minutes.

Mrs. Binder asked for a motion to accept the minutes of January 23rd 2023 as submitted. Mrs. Kelly so moved. Mrs. Ipp seconded. All were in favor.

FINANCIAL REPORT:

Mrs. Eisner and Mr. Banick compared vouchers to proposed expenditures prior to the meeting.

Vouchers #6049 - #6108 and payrolls as directed by the Township amounting to \$188,923.55 and charged to the Library's appropriation were approved for payment or ratified for payment.

Mrs. Binder asked for a motion that the Bill Lists for January be approved. Mr. Cohen made a motion to approve the Bill Lists as submitted. The motion was seconded by Mrs. Binder. All were in favor.

The Bill Lists were approved as presented.

The Board asked who is the vendor RingCentral. This vendor provides the Library's telephone service.

The Board asked who is the vendor Weiner Law Group LLP. This vendor provides legal counsel for the Library.

The Board asked who is the vendor Young Audiences. This vendor presented a workshop on "Origins of Uganda's Rhythms and Dances" in February.

The Board asked who is the vendor Vertilocity. They are the Library's IT firm.

PUBLIC COMMENTS:

Mrs. Binder asked if there were any Public Comments. Mrs. Binder and Mrs. Kelly reported for the Friends.

Mrs. Kelly reported that the Friends have added two new local businesses to their Member-Merchant Initiative.

Mrs. Kelly asked that everyone start to save books that they no longer need for the Friends Annual Book Sale in May. Book donations will be accepted from Monday, April 10th through Sunday, April 23rd.

Mrs. Binder reported on the Fireside Book Club. The book discussion was held on Monday, February 6th. The book was "Swimming to Antarctica" by Lynn Cox. Mrs. Binder thanked Friends member Dorothy Kelly for presiding over the discussion. The next book discussion will be held on Monday, March 6th at 7:00 p.m. via Zoom. The book is "Punch Me Up to the Gods" by Brian Boome. The moderator will be former owner of The Book House in Millburn NJ, Nadege Nicoll.

Mrs. Binder thanked Mrs. Kelly for her report.

DIRECTOR'S REPORT

Mr. Banick reported on Buildings & Grounds. The rear entrance automatic door has been replaced.

Mr. Banick reported on Personnel. Library Assistant Eileen Tooman's last day was Tuesday, February 28th. Part-time Library Assistant Mei Mei Chan will convert to full time on Tuesday, March 7th. Part-time Library Assistant Lucianna Duarte went to full time on Monday, February 6th. The CWA Local #1031 Labor Contract with the Library and the salary compensation for the title Librarian 4 is on the agenda to be ratified tonight.

Mr. Banick reported on Finance. The Library is in good financial condition for the start of 2023.

Mr. Banick reported on Statistics. Circulation, Visitation and Programming numbers are strong but misleading. They are still being compared to this time last year when the Library was operating from the Annie Sez temporary site. It will take time for a more accurate picture to emerge.

The Winter Reading Challenge goal was 1,500 readers. Millburn came in at 6,000+ readers. West Orange Library Assistant employee Charles Kiley will be helping out in Millburn while the West Orange Library moves to their new location at 10 Rooney Circle.

Mr. Banick reported that the Glen Ridge Public Library Board of Trustees unanimously voted on Wednesday, February 8th to keep six challenged books on their library shelves. Both the Board and Mr. Banick expressed their support for the outcome.

Mrs. Binder thanked Mr. Banick for his report.

LABOR CONTRACT:

Mrs. Binder asked for a motion from the Board to ratify the Memo of Agreement between CWA Local #1031 and the Millburn Free Public Library. The new labor contract is fair, reasonable and streamlined. Mrs. Eisner “so moved”. Mrs. Kelly seconded. Mrs. Binder called for a voice vote.

Michael Cohen	Yes
Judith Eisner	Yes
Amy Ipp	Yes
Dorothy Kelly	Yes
Lisa Chenofsky Singer	Absent
Sara Sherman	Absent
Ruth Binder	Yes

The Resolution passed.

COMMITTEE REPORTS:

The Personnel Committee reported that they met on Monday, February 27th. Present were Mrs. Binder, Ms. Chenofsky Singer and Director Michael Banick. Mrs. Kelly was unable to attend.

The Committee members held a discussion on compensation for the title Librarian 4. The Librarian 4 position was removed from union membership by CWA Local #1031 in August of 2022. The title falls under Supervising. The CWA does not allow a Supervising title to be part of the bargaining unit. After discussion the Committee came to the following recommendation for the full Board.

- Current Salary, based on the expired contract, is \$107,590.00.
- For January 1st 2022: Salary is \$109,741.00.

- This salary will prevail from January 1st 2022 to December 31st 2022.
- There will be no step increase issued on the work anniversary date.
- Effective January 1st 2023, the annual salary for this position will be \$121,024.00.
- Retro pay for the period of January 1st 2023 through the present will be paid accordingly.
- Subsequent pay increases shall be determined by the Board at their December meeting, to be effective on January 1st of the next year.

The Board feels that the new salary compensation for the position was looked at objectively and is fair. They feel that the work anniversary step being gone is good and that now all Non-Union employees will be treated in the same manner. They also feel that this establishes a precedent to guide future decisionmaking. This will address any future promotions from a union title to a non-union title.

Mrs. Binder asked for a motion to accept the Salary Compensation for the title Librarian 4. Mrs., Ipp “so moved”. Mrs. Eisner seconded. All were in favor.

The Building & Grounds Committee reported that they will have a walk-through of the second floor regarding renovations. The Committee will report their findings to the full Board at the March 20th meeting. The Board asked that Mr. Banick send them the Master Plan for the Library. Mr. Banick will do that before the March meeting.

OLD BUSINESS:

The Strategic Planning Committee reported that the Community Survey will be ready for the Steering Committee to send out to the public. They will be collecting information from four focus groups consisting of ten to twelve individuals. They will also be looking to talk to non-library users for their insight.

Mr. Cohen let Mr. Banick know that he should use the services of the Township’s Public Information Officer, Kristina Sternesky. Ms. Sternesky will be able to help disseminate the information to the public. Mr. Banick will do this.

NEW BUSINESS:

The Board held a discussion on the donation box in the Library for the New Eyes for the Needy. The box no longer accepts eye glasses. The box is now for the collection of jewelry. The Board feels that they do not want to be responsible for such collections. The Board unanimously agreed to ask the organization to remove the collection box. Mr. Banick will contact the organization to have it removed.

Mrs. Ipp asked how the Home Borrowing Service is doing. Mr. Banick said that the Library has only had one user to date. The Board asked if the service has been advertised to the public. The service is posted on the Library’s website. Mr. Cohen suggested that

Mr. Banick talk with the Township Social Worker to help get the word out. Mr. Cohen said that he will forward Mr. Banick the contact information. Mrs. Eisner will also talk to the case manger at Summit Medical Group to get the information out. The Board also asked Mr. Banick to reach out to the local places of worship.

There was no Executive Session.

Mrs. Binder said that the next Board Meeting will be held on Monday, March 20th at 7:30 p.m. in the Williamsburg Room.

Mrs. Binder asked if there was any further business before the Board before adjournment.

Seeing none, Mrs. Binder requested a motion to adjourn the meeting. Mrs. Eisner “so moved”. Mrs. Kelly seconded. All were in favor.

The meeting adjourned at 8:35 p.m.

Respectfully Submitted,

Patricia Giambattista