MINUTES OF THE LIBRARY BOARD OF TRUSTEES MEETING

October 17, 2022

The Board of Trustees of the Millburn Free Public Library held their regular monthly meeting on Monday October 17th, 2022 at 7:30 p.m. Present were: Mrs. Binder, who presided, Mrs. Eisner, Mrs. Ipp, Mrs. Kelly, Ms. Sherman, Mrs. Miggins, Ms. Chenofsky Singer, and Mr. Banick.

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 September 19th as submitted. Mrs. Eisner so moved. Ms. Sherman seconded. All were in favor.

FINANCIAL REPORT:

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

Vouchers #5857 - #5909 and payrolls as directed by the Township amounting to $425,759.14 and charged to the Library's appropriation were approved for payment or ratified for payment.

Mrs. Binder asked for a motion that the Bill List for October be approved. Mrs. Ipp 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 "Party Maniacs." They provided the balloon fun and face painting for the Grand Reopening on October 8th.

PUBLIC COMMENTS:

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

Mrs. Binder reported on the Fireside Book Club. The first book discussion of the season was held on Monday October 3rd at 7:00 p.m. via Zoom. The book was "Homegoing" by Yaa Gyasi. Millburn Librarian Jon Michaud did a fantastic job as the facilitator for the evening. Mr. Michaud is always 100% prepared, is very knowledgeable, and always does a good job presenting the material. The members also appreciate how Mr. Michaud reaches out to them before the event takes place. Mrs. Binder is very pleased with his work and is glad to know that others share her feelings. The next book discussion will be held on Monday November 7th at 7:00 p.m. via Zoom. The book is "The Personal Librarian" by Marie Benedict and Victoria Christopher Murray. The presenter will be Mrs. Amy Ipp. Mrs. Binder closed by inviting everyone to please join in.

Mrs. Kelly reported on Programming. The garden on the first floor was installed before the October 8th Grand Reopening. Jean Lee, head of the gardening committee, did a great job. The garden looks lovely. The Friends will now look at installing grow lights for indoor plants in the area.

The Founders' Plaque dedication on the evening of October 7th went well. Those in attendance enjoyed the evening.

On Tuesday October 4th Millburn High School Senior Katie Cannon and the Koala Conservation Crew held a program about Koalas for World Animal Day.

The Little Free Libraries had a one-week program. They became the Little Free Native Seed Libraries. It was very successful.

The Friends once again donated a basket to the BCCLS Annual Scholarship breakfast held on Tuesday October 18th.

A Journey to Resilience and Inclusion with presenter Zachary Levine will be held on Thursday October 27th at 7:00 pm. in the Auditorium. If the elevator is still out of order the program can be relocated to the first floor.

Fall Museum Night will be on Thursday November 3rd at 7:00 p.m. in the Auditorium. Larissa Bailiff from the Museum of Modern Art will be the guest speaker.

Winter Walk sponsored by the Millburn Short Hills Chamber of Commerce will be held on Sunday November 20th. The Friends are looking forward to participating again this year.

Chess Classes continue to do well. The Friends Annual Chess Tournament will be held on Saturday December 10th at the Library.

The Friends Annual Membership Drive is gearing up. Mailings will go out by the end of the week of October 17th.

Mrs. Binder thanked Mrs. Kelly for her report.

DIRECTOR'S REPORT

Mr. Banick reported on the Grand Reopening. The day was successful. The Library received good feedback from the public.

Mr. Banick reported on Building & Grounds. The elevator is still out of order. Repairs are ongoing.

Mr. Banick reported on Personnel. The Library will meet with CWA Local #1031 mid-November. After the meeting the Board will be informed of any progress. Part-time Library Assistant Lucianna Duarte began work on Thursday September 29th. So far, her performance is good. The Maplewood Librarian began work at Millburn. She is scheduled to work on Tuesdays and Wednesdays. It is off to a good start and will be renewed every six months. Building Maintenance worker Booz Valcin is scheduled to retire on Wednesday November 30th. An ad will be placed in the New Jersey League of Municipalities. Interviews will be held. A new hire will be in place by January 2023.

Mr. Banick reported on Finance. Millburn will receive its highest level of funding in many years in 2023. The Equalized Value of all assessable properties in the township went up. The 1/3 Mill or minimum funding for 2023 will be $175,000.00 higher than 2022. This is a 5% increase.

Mr. Banick reported on Statistics. Circulation and Visitation is strong for the month of September. YTD both are down. Programming did well for the month.

Mr. Banick reported on Home Borrowing with the Millburn Library. The new service began the week of October 10th. Circulation numbers will be available for the November Board meeting. The Board suggested that the program be publicized with the Township Senior Citizen Coordinator. Mr. Banick will see that it is.

Mr. Banick reported on the purchase of Amazon Tablets. They will be ready soon for patrons to borrow.

Mr. Banick reported that the Opportunity Project Partnership with the Library has been paused. The Library will host once again when a new member comes along.

Mr. Banick reported that he has been elected to the BCCLS Executive Board. It is a three-year appointment. The Board congratulated Mr. Banick.

Mr. Banick reported that with the Board's approval he would like to hire Douglas Zucker Esq. of the firm Weiner Law Group L.L.P. located in Parsippany New Jersey. Mr. Zucker specializes in library law and has over a dozen NJ libraries as clients. The Board asked if Mr. Zucker would be replacing the Library's current attorney. He will not replace our current labor attorney. The Board agreed to hire Mr. Zucker and instructed

Mr. Banick to continue to use the Township's Attorney for certain matters and to use Mr. Zucker's services only as needed.

Mr. Banick reported that the Library is proud to display in the William R. Swinson Art Gallery an Edward Dufner painting. It is on loan from Heritage Auctions. The painting will be on display until October 21st.

Mrs. Binder thanked Mr. Banick for his report.

COMMITTEE REPORTS:

The Policy Committee reported that they will meet on Tuesday November 1st at 11:00 a.m. They will be looking at bringing tutoring and building use together. They will report back to the full Board at the November 21st Meeting.

The Strategic Planning Committee reported that they are waiting on one more proposal. Once they have it they will look over and pick from the ones they have received. They will report back to the full Board at the November 21st Meeting.

The Negotiation Committee reported that they will meet with the CWA Local #1031 on Tuesday November 15th.

The Personnel Committee reported that they will set up a meeting to review the personnel manual.

OLD BUSINESS:

The Board asked if the appropriate Meeting Room fees owed to the Library have been collected. Mr. Banick stated that they have not. The issue remains unchanged. Mr. Banick went on to say that he has reinstated privileges as a good faith measure.

NEW BUSINESS:

There was no New Business.

There was no Executive Session.

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." Ms. Chenofsky Singer seconded. All were in favor.

The meeting adjourned at 8:25 p.m.

Respectfully Submitted,

Patricia Giambattista