



FLORHAM PARK FREE PUBLIC LIBRARY
BOARD OF TRUSTEES

February 19, 2024
MINUTES

I. Call to order: @ 7:01 pm

Sunshine law obligations met.

II. Roll Call

Present:

Mayors Rep (J. Marchal)	Y
School Board (J. Stumpf)	Y
N. Araveczech Shah (Director)	Y
L. Gaydosh	Y
J. Guerin	Y
T. Michalowski	N
M. Mink	Y
S. Saul	Y

III. Motion to approve Minutes of January 15, 2024, meeting as presented.

Motion: J. Stumpf; Second: L. Gaydosh
Motion carried unanimously.

IV. PUBLIC PORTION

Presentation by Soyka Smith Design Studios on Children's Room project.

V. Correspondence:

A. Room request from the Friends of the Madison Public Library

VI. Treasurer's Report:

A. Motion to accept Treasurer's Report as of January 31, 2024, as presented.

1. Monthly Expenses: \$73,119.807

2. Account Balance: \$405,871.98

Motion: S. Saul; Second: J. Marchal

Motion carried unanimously.

Transfers approved

VII. Consideration of Expenses

A. Motion to approve Expenditures as of January 31, 2024, as presented:

\$73,119.80 from Regular

\$ 0.000 from SUN

\$ 0.00 from LOVE

\$0.00 from Cunningham

\$ 0.00 from Special

Total \$73,119.80

Motion: M. Mink; Second: J. Stumpf

Motion carried unanimously.

VIII. Director's Report:

A. Director's Report accepted as presented.

1. General Update: 2023 State Aid Report completed and submitted. Meeting rooms are in high demand.
2. Facility: closed on 1/16/24 and 2/13/24 due to weather. Borough has offered \$10,000 toward the Children's Room renovation. Soyka Smith Design Studios were at meeting to answer questions.
3. Finance: Likely last month to pay bills out of M&T Bank Regular Savings account as moving to Blue Foundry. Moved \$200,000 from M&T Bank to Blue Foundry. Board to decide timing of closing out special accounts from M&T.

4. Human Resources: Requesting to fill 22 vacant part-time hours that have been budgeted.
5. Collections: Felix Vallovera is finishing his Master's in Library and Information Science degree at Rutgers. For his capstone, he will be digitizing some of our town history.
6. Digital Resources and Technology: Shemaroo (Indian language video content) now active. Seeing patron interest in both the Wall Street Journal and The Shelf. Renewed Envisionware contract for six months after which plan to move to new vendor TBS.
7. Community Outreach and Programming: Added a new storytime so up to four per week and a Saturday morning Explorers series. Community Conversations series continues with 15 active participants. Annual mailer at printer and will be mailed in a few weeks.
8. Friends of the Library: first annual book sale event scheduled for May 3 & 4, 2024.
9. Main Library Alliance: Planned system downtime February 12 & 13, 2024, as Raritan Public Library brought online into Main. Next system downtime in April when Mountainside Public Library is brought into the fold.

IX. Personnel Committee:

A. 2024 Director Goals.

Motion: J. Guerin; Second: J. Marchal
Motion carried unanimously.

X. Policy Committee:

A. Objectives and Library Board of Trustees

B. Materials Selection

C. Internet and Computer Use

D. Volunteer Handbook

E. Library of Things

Motion: J. Guerin; Second: M. Mink
Motion carried unanimously.

XI. Planning Committee:

A. n/a

XII. Old Business:

- A. Blue Foundry Bank Update
- B. Children's Room Update: presentation and Q&A with Soyka Smith Design Studios

Motion: M. Mink; Second: J. Guerin
Motion carried unanimously.

XIII. New Business:

- A. Purchase orders from Borough of Florham Park

Motion: L. Gaydosh; Second: S. Saul
Motion carried unanimously.

XV: Executive Session

XVI. Adjournment

Motion to adjourn meeting at 8:20 pm.
Motion: J. Guerin; Second: M. Mink
Motion carried unanimously.

Respectfully submitted,
Stacy Saul