



FLORHAM PARK FREE PUBLIC LIBRARY
BOARD OF TRUSTEES

March 18, 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 February 19, 2024, meeting as presented.

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

IV. PUBLIC PORTION

V. Correspondence:

VI. Treasurer's Report:

A. Motion to accept Treasurer's Report as of February 29, 2024, as presented.

1. Monthly Expenses: \$37,529.66

2. Account Balance: \$399,449.80

Motion: j. Guerin; Second: J. Marchal

Motion carried unanimously.

Transfers approved

VII. Consideration of Expenses

A. Motion to approve Expenditures as of February 29, 2024, as presented:

\$37,529.66 from Regular

\$ 0.000 from SUN

\$ 0.00 from LOVE

\$0.00 from Cunningham

\$ 0.00 from Special

Total \$37,529.66

Motion: M. Mink; Second: J. Stumpf

Motion carried unanimously.

VIII. Director's Report:

A. Director's Report accepted as presented.

1. Facility: Library opened late on 2/29/24 due to power outage. During March quarterly carpet cleaning and the annual window washing were done.
2. Children's Room Renovation: Soyka Smith Design Studios placed orders for furniture and shelving. Construction began at the end of May lasting 2-4 weeks. Estimated to be furniture ready by end of June with "grand reopening" first half of July. Clancy Cullen Moving and Storage will be a vendor for the moving and storage of book collections for \$15,300.
3. Finance: Presenting proposed revised budget which includes \$15,300 for the moving and storage of books during renovation. Check #9950 returned to the Library as Boro paid for hvac repairs.
4. Policy: Revised policy manual review schedule to focus on early in the year reviews and staggering reviews among months and years. Formatting also updated.

5. Human Resources: 2024 Staff Education Day was on February 23, 2024.
6. Community Outreach and Programming: Planning underway for Summer Reading program. Community Conversations over for the year culminating in the planning of a community event August 20, 2024.
7. NJ Library News: Nancy attended the NJ Library Association Public Policy update on March 6, 2024. The Freedom to Read bill would require state libraries to adopt policies that safeguard intellectual freedom and protect library workers from harassment based on material found in library collections. This bill is the first of its kind in the U.S.

IX. Personnel Committee:

A. None

Motion: ; Second:
Motion carried unanimously.

X. Policy Committee:

A. Updated Policy Review Schedule: made changes to schedule and formatting of Policy manual

B. Financial

C. Expense Reimbursement

D. P-Card

E. Video Surveillance

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

XI. Planning Committee:

A. n/a

XII. Old Business:

A. Blue Foundry Bank Update

B. Children's Room Update:

C. Renovation change orders

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

XIII. New Business:

A. Book moving and storage

B. Revised Budget

C. Renovation change orders: library director can make changes up to a limit of \$5,000; above that amount needs approval from two directors

Motion: S. Saul; Second: J. Stumpt

Motion carried unanimously.

XV: Executive Session

XVI. Adjournment

Motion to adjourn meeting at 7:26 pm.

Motion: M. Mink Second: J. Marchal

Motion carried unanimously.

Respectfully submitted,
Stacy Saul