

HACKETTSTOWN FREE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

August 14, 2023

Time: 7:00 p.m.

With Mrs. Mayberry presiding, the meeting was opened by reading the Resolution concerning meetings of the town of Hackettstown for 2023. Adequate notice of this meeting of the Board of Trustees has been provided in accordance with the Open Public Meeting Act (P.L. 1975, c.231).

Present: Mr. Galante, Ms. Marlowe, Mrs. Mayberry, Mr. Bristow, Mrs. Bahnuk

Absent: Mr. Hirshberg, Mrs. Lobby, Ms. Munson

Floor Open The floor was opened at 7:07.

To Public: After the flag salute and roll call, the meeting continued at 7:08.

Approval The minutes were read for the July meeting.

Of Minutes: Amendments were discussed. Approval had to be tabled until next meeting - quorum was not available since Bahnuk and Bristow were not at last meeting.

Treasurer's Report: The July report was discussed. Circulation and patron visits are up almost 4000 each. Ebooks are popular, but expensive.

- There was one large PO for Baker & Taylor for \$2732.60

Bahnuk motioned to accept the July Treasurer's Report and the large PO and to pay the bills. Bristow seconded. Roll call vote: Marlowe – yes, Mayberry – yes, Bahnuk – yes, Bristow – yes. Motion carried.

Correspondence: None

Director's Report:

- The Director reported that Rep. Tom Kean nominated the library for the 2024 National Medal for Museum and Library Services. Paperwork must be filed by 9/1.
- Alternate vendor accounts with Ingram and Brodart were created in response to B&T's price increase.
- Director wants permission to go down to DC to take free books from Library of Congress. All in attendance agreed with the idea.
- Main assessment will remain at \$12,250 for FY24.
- Audit was done quickly this year thanks to Laura Uhl's diligence.
- Director received his "Certificate of Eligibility" from NJ Civil Service and will follow up with Town Clerk.
- Director wants to arrange a fundraising event with Man Skirt Brewing. All in attendance liked the idea. Mrs. Bahnuk suggested having a small book sale there as well if owner is willing. Mrs. Mayberry will check for donations for a sale.
- Town DPW said there is over \$45,000 available for replacement of library windows and doors. Director said neither he nor Laura were made aware but he provided updated quotes from 2 vendors to DPW. Ms. Marlowe suggested that someone from the Board should be at the town budget approval meetings in the future.

- In conjunction with the 110th anniversary of the library, Director is going to create lists of the top 110 movies and books as suggested by staff and patrons. Mrs. Bahnuk suggested possibly putting out a list of 110 items the library would like to own so people can donate.
- Mr. Bristow asked Mr. Galante if Mars had responded to the letter asking for a donation. They have not.

Committees:

- Capital Improvement – no report. Mr. Bristow was told of his inclusion on this committee
- Personnel – no report.
- Budget – no report.

Old Business: none

New Business: The dates and times of 2024's Board Meetings were discussed. They will stay on the 2nd Monday of each month, except October with the Columbus Day conflict.

Mrs. Bahnuk motioned to change the time of next year's meetings to 6:30pm. Mayberry seconded. Roll call vote: Bristow – yes, Marlowe – yes, Bahnuk – yes, Mayberry – yes. Motion carried.

Announcements: The next Board meeting will be September 11 at 7pm. The library will be closed September 4 for Labor Day.

Motion by Bristow to adjourn at 7:36 p.m. Bahnuk seconded. Motion carried.

Respectfully submitted,

Jerome Galante