

HACKETTSTOWN FREE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
December 11, 2023
Time: 7:00 p.m.

With Mr. Hirshberg 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, Mrs. Bahnuk, Mr. Hirshberg, Mrs. Lobby, Ms. Marlowe, Mrs. Mayberry, Ms. Munson

Absent: Mr. Bristow

Floor Open To Public: The meeting was called to order at 7:06.
After the flag salute and roll call, the meeting continued at 7:08. The floor was opened to the public. One member of the public was present –Joe Fisher.

Approval Of Minutes The minutes for October and November were read. Mayberry motioned to approve the October minutes as read. Marlowe seconded. Bahnuk and Hirshberg abstained. Motion carried.
Bahnuk motioned to approve the November minutes as read. Mayberry seconded. Lobby abstained. Motion carried.

Treasurer's Report The November report was discussed. One large purchase order was written this month.

- Bqker & Taylor for \$1,684.10

Circulation and patron visits are up. Mayberry motioned to accept the November Treasurer's Report, approve the large purchase order and to pay the bills. Lobby seconded. Roll call vote - Bahnuk – Y Hirshberg – Y Lobby – y Marlowe – Y Mayberry – Y Munson – Y Motion carried.

Correspondence The Library received Joe Bristow's letter of resignation from the Board of Trustees.

In appreciation for their service, Joe Bristow and Jean Lobby received Thank You notes and gifts from the staff.

Director's Report

- A 1st Amendment Auditor came into the building and filmed on 12/5.
- There were some behavior issues with an autistic teen patron. His family was advised that this behavior is not acceptable.
- Joe Fisher and Debra DeFazio will be sworn in as new Library Trustees at the January Meeting.
- The current budget has approximately \$11K remaining. Items for possible purchase include an additional panic button, new computers and upgraded security measure.
- The estate of Joan Brown made a \$1,000 donation to the Library.
- WRNJ also donated \$1000.
- Booktoberfest netted almost \$250 for the Library. Joe Fisher is contributing the rest of the money on behalf of the brewery.
- Karen White will be working 25 hours a week as a Library Assistant. Her salary will be paid through the National Council on Aging.
- The Library is working on an e-book outreach program. Information will be placed in waiting rooms throughout town.

- The replacement of Envisionware by TBS has been delayed. Hopefully mobile printing will soon be available.
- The leasing company for the copier is leaving this type of business. The Library has left that contract, but has a new service provider at less money than previously planned.
- Telecom installed a panic button at the front desk on 11/30. When pressed, it automatically dials the police.
- The screening and Q & A of "House of White Spiders" went well with 50 attendees.

Committees None

Old Business None

New Business Bahnuk motioned to renew our membership with MAIN. Lobby seconded.

Roll call vote - Bahnuk – Y Hirshberg – Y Lobby – y Marlowe – Y Mayberry – Y Munson – Y Motion carried.

Announcements

The next Board meeting will be January 8th at 6:30 p.m.

The Library will be closed on 12/25 and 12/26.

The Library will be closed on 1/1.

Motion by Lobby to adjourn at 7:32 p.m. Mayberry seconded. Motion carried.

Respectfully submitted,

Kerry L. Munson