

HACKETTSTOWN FREE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

July 15, 2024
Time: 6:30 p.m.

With Mr. Hirshberg presiding, the meeting was opened by reading the Resolution concerning meetings of the town of Hackettstown for 2024. 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. Munson, Mrs. Mayberry, Mrs. Bahnuk, Mr. Hirshberg, Mr. Fisher, Mrs. DeFazio

Absent: Ms, Marlowe

The meeting was called to order at 6:32 p.m. by Mr. Hirshberg.

Floor Open To Public: The floor was opened at 6:35. None present. Meeting continues.

Approval Of Minutes: The minutes were read for the June meeting. Unfortunately, a quorum of eligible voters was not achieved. The issue will be tabled until the next meeting.

Treasurer's Report: The June report was discussed.

Three points from the audit were mentioned.

- The Library has too few controls, but this is due to the small size of the staff.
- If donations continue to become a larger part of income, they should be reflected in the budget.
- There is no need to continue with a paper ledger. A digital one is sufficient.

There was one large purchase orders.

- Baker & Taylor for \$2,177.70

Mayberry motioned to accept the May Treasurer's Report, to approve the large Purchase Order and to pay the bills. DeFazio seconded. Roll call vote Bahnuk – yes DeFazio – yes Fisher – yes Hirshberg – yes Mayberry – yes Munson – yes Motion carried.

Correspondence: None

Director's Report

- The Director met with the Town CFO for instruction on the municipal budgeting software.
- Laura Uhl is taking 3 months of FMLA leave. The director will handle the bookkeeping in the interim. Temporary help may become necessary.
- A new volunteer is helping with social media postings and Spanish translations of documents.
- The Director will attend the MAIN Board of Directors retreat on 8/20.
- The Friends of the Library will host a karaoke fundraiser at Man Skirt Brewing at 7pm on 8/8.
- The Wifi6 upgrade was completed on 6/27. The Friends funded the project, and Lenny from MAIN installed it. The Library has two hotspots and a password protected staff network.
- The 2024 capital ordinance was approved. The Library should receive a new roof over the flat section, new doors/windows and a new outdoor sign.

- The door to the garage has been found open at least twice over the last two weeks. It looks as if the door jamb may have some rot issues. DPW is aware of this problem.

Committees None

Old Business The CD matures on 7/28. Mayberry will start gathering rate information. Hirshberg motioned that if the rates at First Hope are competitive, the CD should be rolled over. Fisher seconded. Roll call vote Bahnuk – Abstain DeFazio – yes Fisher – yes Hirshberg – yes Mayberry – yes Munson – yes Motion carried.

The Director was asked about the implementation of Beanstacks. He reported that it is easier on staff. There have been a few complaints, but it seems to be working well. New prizes have been easily added.

New Business Hirshberg is moving to Washington Township, Warren County. He will stay on as President through the end of the year.

If any fines are collected through the MAIN Alliance app, the amount will be deducted from the yearly MAIN Assessment.

Announcements

The next Board meeting will be August 12th at 6:30 p.m.

Motion by Mayberry to adjourn at 7:13 p.m. Bahnuk seconded. Motion carried.

Respectfully submitted,

Kerry L. Munson