

For Trustee(s) attending remotely:

Note: the virtual platform is ZOOM:

<https://us02web.zoom.us/j/86746998258?pwd=NkNNcjRFRjVkdTVRqRUV2dIY5N0NvQT09>

Freehold Public Library
Library Trustees Meeting Agenda
Freehold Borough Municipal Building (Library’s temporary location)
30 Mechanic St

Tuesday, April 23, 2024; 7:00 p.m.

*Library’s permanent address:
28½ East Main Street, Freehold, New Jersey
732-462-5135*

1. Call to order.
2. Roll call: (Trustees): Elisha Carter, Zahra Clarke, Jenny Conger, Michael Faccone, Jane Kaye, Maureen MacCutcheon, Margaret Rogers, Jack Shea. Others: Kathy Mulholland (library director).
3. Opening Statement. *“Notice of this meeting as scheduled has been provided as published in the Trustee’s 2024 meeting schedule, as posted at the library facility; shared on the library’s public calendar; various social media, and monthly newsletter; municipal offices of the Borough of Freehold, and newspapers of record of the Borough of Freehold.”* [N.J.S.A. 10:4-6 (1973)]
4. Renovation Project Update by Anthony Maltese from Abbington Engineering (written report).
5. Reading and Approval of the minutes of the March 2024 meeting.

Motion to Approve by: _____ Seconded by: _____

6. Correspondence:
7. New business:
 - Renovation project: Shorelands Construction, Change Order 4 for \$4,481.22 (replacing closet/electrical room door).

Motion to Approve by: _____ Seconded by: _____

- Renovation project: Shorelands Construction, Change Order 5 for \$1,969.59 (replacing children’s room window).

Motion to Approve by: _____ Seconded by: _____

- Introduction of (draft) “Unaccompanied Minor and Children’s Use of Library Resources Policy” for Trustee consideration, proposed by library director for Trustee consideration.
- Kathy has received an informal request that the Library’s front steps might be available (if needed) on Sunday, May 19, 2024 as a host site for PorchFest. Kathy advised that the library building will not be open but this would be possible in a similar manner as was planned for the Easter Bunny Meet-and-Greet. Kathy suggested that convenient access electricity (to power amps/speakers) may not be available, however.

8. Reopening Activities:

- Open House

9. Purchase orders (subject to addition):

PO 24-00092-03	Baker & Taylor	Book order	1164.22
PO 24-00395	NJLA	Conference registration	340.00
	Amazon	Batteries	14.30
	Amazon	Disinfectant spray	19.99
*PO 24-00448	Spectrotel	April Telephone & internet	382.24
*PO 24-00432	NJNG/ Energysolve	Natural Gas	431.94
TOTAL:			\$2,352.69

*expenditures managed, contracted or initiated by the Borough of Freehold/municipal personnel on behalf of the Freehold Public Library/Library Trustees

Motion to Approve by: _____ Seconded by: _____

10. Old Business:

11. Director’s Update:

DISCUSSION/FYI:

- Solar Eclipse Glasses - resounding success. Thanks to StarNet/SEAL program for sending us a free supply to distribute. We’ll send any collected “recycled” glasses to Astronomers Without Borders for reuse.

REPORTS:

- April 2024’s newsletter: <https://tinyurl.com/FPL-APR2024>
- Library “door count” (recent dates to left on chart): https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count March: 571 (Borough Hall location)
- Computer users March: 179 (Borough Hall location)
- Physical material check-outs (“circs”) March: 133 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) March: 449; eBooks via Boundless(aka Axis360) March: 1
- Videos: Kanopy videos played March: 5; Access Video On Demand videos March: 4
- Trustee training March: None reported
 - Sites for Trustee training resource: https://www.njstatelib.org/services_for_libraries/cetraining/training-for-trustees/
- NJSL Annual Survey Data for 2023 (aka “state aid”) submitted 4/8/2024: <https://drive.google.com/file/d/1crjPvFioOuUkVoBOapiXnKcnNEum0Yyt/view?usp=sharing>
 - For information about the State Law regarding this, see <https://www.njstatelib.org/wp-content/uploads/2024/03/NJAC15-21.pdf>

12. Other Renovation Project Update items not included in Architect’s update:.

- Kathy’s observations

13. Open to public discussion

14. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

Next meetings : Fourth Tuesdays (except December 17) at 7:00 p.m.

- May 28
- June 25
- July 23
- August 27

September 24
October 22
November 26
December 17
January 28 [2025]

Updated 4/19/2024

Agenda closed/published 4/19/2024, 12:30 p.m.

/km