

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, March 26, 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 (excused), 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.
5. Reading and Approval of the minutes of the February 2024 meeting.

Motion to Approve by: _____ Seconded by: _____

6. Correspondence:
7. New business:
 - Resolution approving "Library Code of Conduct" for adoption.

Motion to Approve by: _____ Seconded by: _____

- Resolution approving following changes to library operating schedule:
 - Saturday, August 3: closed to appear at Olde Freehold Day (unless event is canceled; normal operations at library if so).
 - Wednesday, November 5: closing at 5:00 p.m. (instead of 9:00 p.m.), as this is the day before Thanksgiving.

Motion to Approve by: _____ Seconded by: _____

8. Reopening Activities:

- Open House

9. Purchase orders (subject to addition):

PO 24-00092-02	Baker & Taylor	Book order	1764.45
PO 24-00367	Jane Kaye	Freehold Carnegie Library Foundation Annual Report filing fee	60.50
PO 24-00292	Kathy Mulholland	Travel expenses (NJ State Archives & Summer Reading Workshop)	152.48
	Amazon	books	120.30
	Amazon	HDMI cables	16.81
PO 24-00285	WB Mason	Copy Paper	37.76
PO 24-00247	Amazon	Processing supplies	332.31
PO 24-00022	T-Mobile	HotSpots (1/27-2/26)	57.40
PO 24-00328	Spectrotel	*March Telephone & internet	191.62
TOTAL:			\$2733.63

*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:

- March 23: "Easter Bunny" in front of Library (East Main St) relocated to Fire House due to impending storm.

REPORTS:

- March 2024's newsletter: <http://tinyurl.com/FPL-MAR2024>
- Library "door count" (recent dates to left on chart):
https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count February: 602 (Borough Hall location)
- Computer users February: 201 (Borough Hall location)
- Physical material check-outs ("circs") February: 156 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) February: 352; eBooks via Boundless(aka Axis360) February: 0
- Videos: Kanopy videos played February: 7; Access Video On Demand videos February: 2
- Trustee training January: None reported

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

- Link to Kathy's Renovation Project document's launchpage.
- Kathy's observations

13. Open to public discussion

14. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

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

April 23

May 28

June 25

July 23

August 27

September 24

October 22

November 26

December 17
January 28 [2025]

Updated 3/22/2024
Agenda closed/published 3/22/2024, 3:30 p.m.
/km