

For public and Trustee(s) attending remotely:

Note: the virtual platform is ZOOM:

<https://us02web.zoom.us/j/86746998258?pwd=NkNNcjRFRjVkJTVRqRUV2dIY5N0NvQT09>

Freehold Public Library
Library Trustees Meeting Agenda

Tuesday, June 25, 2024; 7:00 p.m.

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 (excused). 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 May 2024 meeting.

Motion to Approve by: _____ Seconded by: _____

6. Correspondence:
7. New business:
8. Reopening Activities:
9. Purchase orders (subject to addition):

PO 24-00092-05	Baker & Taylor	Book order	1668.00
*PO 24-00673	NJNG/ Energysolve	Natural gas	42.00
*PO 24-00688	Spectrotel	June internet/phone	191.92
*PO 24-00695	Office 365	Email 5/9-8/5/24	85.50
*PO 24-00614	Associated Fire Protection	Fire Extinguisher Inspection	42.65
*PO 24-00683	Safe Life	Fire monitoring	236.00 180.00
PO 24-00648	Amazon	book	24.99
PO 24-00672	Evelyn Soto	NJLA expenses	61.43
PO 24-00691	Mandarin Library Automation	ILS renewal	1250.00
PO 24-00712	Kathy Mulholland	NJLA expenses	435.47
*PO 24-00521	Amazon	Prime membership	49.90
*PO 24-00521	Amazon	Max occupancy signs	15.98
TOTAL:			\$4,237.96

*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:

- Books moved without any problems into library June 12 & 13 by National Library Relocations. Significant shifting/weeding required to adapt to rearranged spaces.

REPORTS:

- June’s newsletter: <https://tinyurl.com/FPL-JUN2024>
- Library “door count” (recent dates to left on chart): https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count May: 676 (Borough Hall location)
- Computer users May: 211 (Borough Hall location)
- Physical material check-outs (“circs”) May: 138 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) May: 419; eBooks via Boundless(aka Axis360) May: 1
- Videos: Kanopy videos played May: 3; Access Video On Demand videos May: 0
- Trustee training May: none reported.
 - Sites for Trustee training resource: https://www.njstatelib.org/services_for_libraries/cetraining/training-for-trustees/

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.

- July 23
- August 27
- September 24
- October 22
- November 26
- December 17
- January 28 [2025]

Agenda closed/published 6/21/2024, 11:30 a.m.

/km