

4/25/22

**MINUTES OF THE REGULAR MEETING
OF THE PARSIPPANY-TROY HILLS LIBRARY BOARD OF TRUSTEES**

I. CALL TO ORDER

President Ellen Waldman called the meeting to order at 7:00pm. The purpose of this meeting is for the Library Board of Trustees to take formal action on library business. Notice of this meeting has appeared in the January 20, 2020 issue of the *Daily Record*. Notice has been posted on Parsippany Library Website, parsippanylibrary.org

II. ROLL CALL

Present: Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva , Frank Neglia, Ellen Waldman, Melissa Kuzma,
Excused: Joseph Weisberg, Dennis Mulroony
Unexcused: Sushmita Sharma

III. APPROVAL OF AGENDA

MOTION: To approve the agenda made by Herb Levine and seconded by Rosemarie Merola **All ayes. Motion carried.**

IV. APPROVAL OF THE MINUTES

MOTION: To approve 3/28/22 Minutes of the Library Board of Trustees Meeting made by Herb Levine and seconded by Rosemarie Merola .

All Ayes

Roll Call: Rosemarie Merola, Fred Preston, Herb Levine, Ellen Waldman

Excused: Dennis Mulroony, Hait Leuva, Sushmita Sharma, Joseph Weisberg,

V. PUBLIC HEARING

The meeting was opened to the public at 7:05 PM.

A. Friends of the Library

Rosemarie Merola reported for the Friends.

1. Friends earned approximately \$1500 on the bag sale.
2. On June 18th there will be a one-day bag sale.
3. There will be a restaurant fundraiser in May.
4. There is still some jewelry left for sale by the Little Nook.

VI. REPORTS

A. Finance

*Hait reported that the audit will be completed this month. The Board should have a report soon and will approve it next month.

B. Buildings and Grounds

*Fred commented that the Lake Hiawatha project is still ongoing. Melissa met with the State Librarian. Accommodations will be made for grantees. The Library project is still on hold due to needing additional funding. Frank mentioned that the Mayor is on board and supportive of raising funds. Unfortunately, the town budget is still being worked on.

*Melissa reported that the ramp lighting is installed but a new transformer had to be purchased and will be installed once it arrives.

C. Personnel

*Staff training "Cybersecurity" will be done this month through the NIP group. This Friday morning the Library will be closed for a half day customer service training titled "I Love this Place" led by Joanne Roukens. MAIN is also having two training sessions in "Diversity and Inclusion".

* A librarian in the Information Services department will be retiring. A job will be created for the position which will focus on Outreach to local businesses and community groups. This position will be posted soon.

D. Policy

There are no policies this month

VII. UNFINISHED BUSINESS

*Fred asked when "Lunch and Learn" series will take place. Also, Summer Reading book give away was discussed.

VIII. OLD BUSINESS

IX. NEW BUSINESS

* Fine Free will start on May 2nd.

*Fred also said that perhaps the maximum number of items that can be borrowed may be too high. He asked that the Board think about this and discuss it next month.

*Herb noticed that the Library is starting to go out to the schools. He mentioned that all the schools need to be more connected to the library. It was suggested that perhaps field trips could be planned.

* A letter will be drafted to send out to the pre-schools to mentioned what services the library can provide to students.

* Melissa mentioned that the library will set up a table at the PHS Redstock Fair.

* Lake Hiawatha will go back to a 9PM closing starting June 6.

A. Approval of Director's Bulletin

MOTION: To approve the Directors Bulletin Number 266 dated 4/25/22 made by Hait Leuva and seconded by Fred Preston.

AYES: Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva, Ellen Waldman

ADJOURNMENT

The next meeting will May 23, 2022

MOTION: To adjourn the meeting at 7:30PM made by Fred Preston and seconded by Hait Leuva . **Motion carried**