

For Trustee(s) attending remotely:

Note new link:

<https://meeting.windstream.com/j/1126465897>

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

Thursday, February 9, 2023; 8:00 a.m.

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

1. Call to order. (Jane)
2. Roll call: (Trustees): Jane Kaye, Maureen MacCutcheon, Branford Rogers, Elisha Carter, Annette Jordan, Jack Shea, Jenny Conger, Karen Ubada, Others: Kathy Mulholland (library director).
3. Opening Statement (Jane). *"Notice of this meeting as scheduled has been provided as published in the Trustee's 2023 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. Reading and Approval of the minutes of the January 2023 meeting. Link:
https://drive.google.com/file/d/1iY9GRFiscap2R1RwQs6pA2H_R7ZYcODd/view?usp=sharing

Motion to Approve by:

Seconded by:

5. Correspondence:
6. New business:
 - Request: Kathy and Evelyn to attend NJLA Conference June 1 & 2, 2023 (registration, shared lodging & travel, meal allowance). Details pending. Part-timers to cover staffing. Evelyn and Kathy are already NJLA members.
7. Purchase orders (subject to addition):

PO 23-00006-01	Baker & Taylor	Book order	427.97
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PO 23-00007	ProQuest	NJ Historic Newspapers	799.54
R3-00002	Asbury Park Press	Subscription	600.12
PO 23-00008	NJLTA	Trustee Association membership	20.00
	Amazon	book	21.87
R3-000152	Ebsco	Star-Ledger subscription	907.47
TOTAL:			2,776.97

Motion to Approve by: _____ Seconded by: _____

8. Old Business:

9. Director's Update: (Kathy)

DISCUSSION/FYI:

- Video services review: (see report; we have two video providers now)
- Library cards made for Park Avenue School 3rd graders: 153 (8 students on the list already had cards) and delivered to school on 2/6/2023. 143 cards made for Freehold High School 9th graders (55 students on the list already had cards).

REPORTS:

- February's newsletter: <https://tinyurl.com/FPL-FEB2023>
- Library "door count" (recent dates to left on chart):
https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count January: 467 (Borough Hall location)
- Computer users January: 91 (Borough Hall location)
- Physical material check-outs ("circs") January: 90 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) January: 325
- eBooks via Axis360 January: 2
- Kanopy videos played January: 18
- Access Video On Demand videos January: 19
- Trustee training January: None reported

10. Renovation Project Update:

- [Link to Kathy's Renovation Project document's launchpage.](#)

- Schedule:
 - Extensive site work (exterior) accomplished in December 2022.
 - Asbestos remediation to work completed January 23, 2023.
 - Completion: September? 2023 (projected 8 months)

11. Update from Friends of the Library Liaison/representative: [Friends on hiatus until after renovation].

12. Open to public discussion

13. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

Future meetings (2023):

March 9

April 13

May 11

June 8

July 13

August 10

September 14

October 12

November 9

December 14

Updated 2/6/2023

Agenda closed/published 2/6/2023 4:30 pm

/km