

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

Thursday, August 10, 2023; 8:00 a.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, Jenny Conger, Jane Kaye, Maureen MacCutcheon, Jack Shea, Karen Ubeda, Annette Jordan. Others: Kathy Mulholland (library director).
3. Opening Statement. *"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. Renovation Project Update by Anthony Maltese from Abbingtion Engineering.
5. Reading and Approval of the minutes of the July 2023 meeting.

Motion to Approve by: _____ Seconded by: _____

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

PO 23-00006-07	Baker & Taylor	Book order	1342.46
PO 23-00597	Meticulous Tile & Remodeling (Eric Schuber)	Removal of honeybees from library structure	1200.00
TOTAL:			\$2542.46

Motion to Approve by: _____ Seconded by: _____

10. Old Business:

- Vacancy - unexpired term of Branford Rogers

11. Director's Update:

DISCUSSION/FYI:

- Summer Programs completed with sixteen "big kid" volunteers, most of whom participated all four weeks. Attendance of "little kids" sparse. Toddler Time ongoing.
- Library represented by all staff at Olde Freehold Day, Saturday 8/6/2023.
- Policy/procedures: Resource Management policy draft distributed at July's meeting.
- Book group (adults) restarting in December. "Come Write In!" writers group starting in November (meeting at Court Street School if library is not inhabitable).

REPORTS:

- August's newsletter: <https://tinyurl.com/FPL-AUG2023>
- Library "door count" (recent dates to left on chart): https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count July: 583 (Borough Hall location)
- Computer users July: 154 (Borough Hall location)
- Physical material check-outs ("circs") July: 191 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) July: 361; eBooks via Axis360 July: 2
- Videos: Kanopy videos played July: 19; Access Video On Demand videos July: 2
- Trustee training July: None reported

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

- Honeybees removed (saved!) by beekeeper Eric Schuber on 7/30/2023; thanks to Robert Lithgow of the Borough for coming out on a Sunday to operate the bucket truck.
- [Link to Kathy's Renovation Project document's launchpage.](#)
- Kathy's observations:

- Completion: contractor estimates late fall/late fall 2023.
- Significant work on rear structure underway. Roughed-in mechanical, plumbing and electrical systems largely completed.
- Informed by electrician that former “craft closet” will be unavailable for any storage. Kathy’s in conversations with Robert Lithgow (Borough’s new Management Specialist) about possible off-site storage options.

13. Open to public discussion

14. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

Future meetings (2023):

September 14
October 12
November 9
December 14

Updated 8/2/2023

Agenda closed/published 8/7/2023 4:00 pm

/km