

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, November 9, 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 (absent/excused), Maureen MacCutcheon, Jack Shea, Michael Faccione, 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 Abbington Engineering.
5. Reading and Approval of the minutes of the October 2023 meeting.

Motion to Approve by: _____ Seconded by: _____

6. Correspondence:
7. New business:
 - Discuss Trustee 2024 meeting schedule.
 - Construction: Change Order 2 (AC unit relocation to roof)

Motion to Approve by: _____ Seconded by: _____

8. Reopening Activities:
 - Open House (winter, in coordination with HPC)
9. Purchase orders (subject to addition):

PO 23-00006-10	Baker & Taylor	Book order	2311.42
PO 23-01342	Allstate Office Interiors	Storage cabinets and lockers (lower level)	8452.57
PO 23-01453	Allstate Office Interiors	Conference room chairs (8)	2242.00
PO 23-01454	Allstate Office Interiors	Conference room table	1785.28
R3-01374	Kanopy	Video streaming	500.00
TOTAL:			\$

Motion to Approve by: _____ Seconded by: _____

10. Old Business:

- Zahra Clarke to be on Borough Council 11/20/23 meeting agenda for appointment to Rogers's unexpired term.
- Policy/procedures: Resource Management policy presented for adoption.

Motion to Approve by: _____ Seconded by: _____

11. Director's Update:

DISCUSSION/FYI:

- We have received our Library Per-Capita State Aid money in the amount of \$6,902.

REPORTS:

- November's newsletter: <https://tinyurl.com/FPL-NOV2023>
- Library "door count" (recent dates to left on chart): https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count October: 464 (Borough Hall location)
- Computer users October: 106 (Borough Hall location)
- Physical material check-outs ("circs") October: 192 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) October: 463; eBooks via Boundless(aka Axis360) October: 0
- Videos: Kanopy videos played October: 14; Access Video On Demand videos October: 3

- Trustee training October: 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: _____

Last meeting for 2023: December 14

Updated 11/6/2023

Agenda closed/published 11/6/2023 11:45 a.m.

/km