

For 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
Freehold Borough Municipal Building (Library's temporary location)
30 Mechanic St

Thursday, May 11, 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, Branford Rogers, Jack Shea, Karen Ubada, 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. Reading and Approval of the minutes of the March 2023 meeting.

Motion to Approve by: _____ Seconded by: _____

Reading and Approval of the minutes of the April 2023 meeting.

Motion to Approve by: _____ Seconded by: _____

5. Correspondence:
6. New business:
 - Update: *New York Times* online: Discount offered - subscription directly with *New York Times*. NYTimes.com (news only) - Annual Cost \$2,090.40
7. Purchase orders (subject to addition):

PO 23-00006-04	Baker & Taylor	Book order	871.73
PO 23-00510	Kathy Mulholland	Travel to NJLA Small Libraries meeting	39.99
PO 23-00477	Mandarin Library Automation	ILS annual	1250.00
PO 23-00515	Kathy Mulholland	Eyeglasses reimbursement	300.00
PO 23-00516	Demo	Processing supplies	225.18
TOTAL:			\$2686.90

Motion to Approve by: _____ Seconded by: _____

8. Old Business:

9. Director's Update:

DISCUSSION/FYI:

- New Google Career Academy Certificates program. 20 scholarships/enrollments provided (shared) by Butler Public Library.
- Staffing is now two full-timers (Director and Senior Library Assistant) and three part-timers (Pages).

REPORTS:

- May's newsletter: <https://tinyurl.com/FPL-MAY2023>
- Library "door count" (recent dates to left on chart):
https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count April: 406 (Borough Hall location)
- Computer users April: 128 (Borough Hall location)
- Physical material check-outs ("circs") April: 172 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) April: 305; eBooks via Axis360 April: 0
- Videos: Kanopy videos played April: 16; Access Video On Demand videos April: 3
- Trustee training April: None reported

10. Renovation Project Update:

- [Link to Kathy's Renovation Project document's launchpage.](#)
- Schedule:
 - Meeting at site about foundation/footing and extra post in basement; also discussed change of elevator company, rubber membrane for upper roof (instead of fiberglass), paneling in foyer and children's room, window in children's room, etc. on 4/25/2023.
 - Completion: contractor estimates winter 2023

11. Open to public discussion

12. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

Future meetings (2023):

June 8
July 13
August 10
September 14
October 12
November 9
December 14

Updated 5/8/2023

Agenda closed/published 5/8/2023 2:00pm
/km