

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, July 13, 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 MacCutchon~~ (absent/excused), 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 Architect Anthony Maltese or designee from Abbington Engineering.
5. Reading and Approval of the minutes of the June 2023 meeting.

Motion to Approve by:		Seconded by:	
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6. Correspondence:
7. New business:
 - Use of Council Chambers room for summer program.
 - Policy/procedures: Resource Development Policy draft for Trustee consideration.
8. Purchase orders (subject to addition):

PO 23-00006-06	Baker & Taylor	Book order	1058.11
PO 23-00768	Kathy Mulholland	Travel-seminar, Gloucester County Library Mullica Hill	100.46
PO 23-00765	My Corporate Hosting	Website hosting	22.50
PO 23-00843	Library Link NJ	Delivery (ILLs)	596.82
TOTAL:			\$1777.89

Motion to Approve by: _____ Seconded by: _____

9. Old Business:

10. Director's Update:

DISCUSSION/FYI:

- Resignation of Branford Rogers effective June 7, 2023; accepted by Freehold Borough Council on 6/20/2023.
- Use of Court Street School for programs possible.

REPORTS:

- July's newsletter: <https://tinyurl.com/FPL-JUL2023>
- Library "door count" (recent dates to left on chart):
https://docs.google.com/spreadsheets/d/1ahdLE_vPc8t4VdwwYI0jrINvzpedZ8x6Zky4rMdEi04/edit?usp=sharing
- Door count June: 582 (Borough Hall location)
- Computer users June: 176 (Borough Hall location)
- Physical material check-outs ("circs") June: 223 (Borough Hall location)
- eBooks/downloadable audio via eLibraryNJ (Libby) June: 346; eBooks via Axis360 May: 0
- Videos: Kanopy videos played June: 23; Access Video On Demand videos June: 0
- Trustee training June: None reported
- 2022 NJSL Annual Survey ("State aid report"):
<https://drive.google.com/file/d/1TRGsSZRSTbif9rCqvjOWZbe-3cvUH3Vs/view?usp=sharing>

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

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

- Change Order #1 (wall surfaces in center area/stairwell of library) approved by Borough Council on 6/20/2023. No other change orders have been submitted by contractor.
- Kathy's observations:
 - Beam in children's room will remain to provide a convenient cable-chase and avoid cutting through floor joists (which would weaken them). Remaining posts are out-of-the-way so it is of little consequence.
 - Completion estimated for fall 2023; expectation is ready for open house/celebrations/events starting in December.

12. Open to public discussion

13. Adjournment.

Motion to Adjourn by: _____ Seconded by: _____

Time: _____

Future meetings (2023):

August 10
September 14
October 12
November 9
December 14

Updated 7/10/2023
Agenda closed/published 7/10/2023 10:15am
/km