New Providence Memorial Library
377 Elkwood Avenue
New Providence, New Jersey 07974

LIBRARY BOARD OF TRUSTEES MEETING
November 19, 2024

AGENDA

Call to Order

Roll Call:

John Cronin	Amy Miller
Jon Keaney	Mark Ondris
Sharon Licari	Perry Scopelliti
Stacey Maisch	Stephen Vidal
Lisa McKnight	Angela Wilson

Welcome to Visitors, with instructions on when to address the Board

Friends Report

Approval of Minutes of the October 15, 2024 meeting

Communications – Stephen Vidal

Superintendent of Schools' Designee – Jon Keaney

Mayor's Designee – Lisa McKnight

Director's Report

Committee Reports

Personnel:	Amy Miller
Policy:	Mark Ondris
Sunshine:	Angela Wilson
Building & Grounds:	Stephen Vidal
Finance:	John Cronin – 2025 budget status

Action on Bills

Old Business

- Resolution 2024-02 (2025 BoT Meeting Dates)
- Resolution 2024-03 (2025 Holidays & Library Closing Dates)

New Business

- MAIN 2025 Membership Agreement
- Selection of Nominating Committee to Propose Officers for 2025

Motion to Recess to Closed Session to discuss annual wage adjustment

Adjournment

New Providence Memorial Library
BOARD OF TRUSTEES MEETING

November 19, 2024

Board of Trustees:	Mr. J. Cronin*	Ms. A. Miller*
Roll Call	Mr. J. Keaney	Mr. M. Ondris*
	Ms. S. Licari*	Mr. P. Scopelliti*
	Ms. S. Maisch*	Mr. S. Vidal*
	Ms. L. McKnight	Ms. A. Wilson*

(* indicates present)

A regular meeting of the Board of Trustees of the New Providence Memorial Library was held on November 19, 2024 in the Conti Family Community Room.

President Mark Ondris called the meeting to order at 7:02 pm and stated that adequate notice had been given in compliance with the Open Public Meetings Act by both publication of the meeting schedule in The Courier News and the Star-Ledger and on the library's website, and the Borough of New Providence's website.

PUBLIC HEARING:

Sangeeta Benbow, member of the Friends, was in attendance.

FRIENDS REPORT:

Ms. Benbow shared that the Murder Mystery went well. It was held at the Paca Club and they sold 50 of 75 tickets. Their proceeds won't be as high as last year; they will discuss plans for next year. Ms. Maisch and the Board thanked Ms. Benbow, and all the Friends, for their efforts.

APPROVAL OF MINUTES:

A motion to approve the minutes of the October 15, 2024 Board meeting was made by Mr. Vidal and seconded by Mr. Scopelliti. The minutes of the October 15, 2024 Board meeting were approved unanimously.

COMMUNICATIONS:

Board Secretary – Steve Vidal: There was no report presented.

Superintendent of School's Designee – Jon Keaney: There was no report presented.

Mayor's Designee – Lisa McKnight: There was no report presented.

DIRECTOR'S REPORT:

Ms. Maisch shared that she purchased more display units, she is waiting on dates for the roof replacement, and she thanked everyone who volunteered at the NP street fair. She is joining MAIN's board of directors in 2025; it is good to have representation of our size library and to give input on MAIN's new ILS system. She presented at NJLA's presentation last week which was held at NPML. Coppernicus was voted as the name for our outdoor dragon statue. She shared a rough draft footprint prepared by our architect – it is a scaled down

addition focusing on small conference rooms with the majority of an addition towards the front and slightly on the side. We are exploring possibilities of grants for a U-shape driveway which meets book drop handicap requirements. There was discussion of the historical look of the building's façade, parking requirements, elevators, and the purpose of different interior spaces.

Mr. Vidal added that after NP completes property revaluations we should see our one-third mill figure increase the following year or two. He shared that Springfield's one-third mill increased 33% after their revaluation.

Mr. Cronin made a motion to accept the Director's Report as submitted. Mr. Vidal seconded the motion and the motion was passed unanimously.

COMMITTEE REPORTS:

Personnel: There was no report presented.

Policy: Mr. Ondris shared that he plans to attend a Zoom meeting in January held by an NJLA lawyer regarding employee policies.

Sunshine: There was no report presented.

Building & Grounds: Already discussed above.

Finance: Mr. Cronin said that the CD matured on November 1st and was renewed at 4.35%. Income is doing well, expenses are underbudget, for a net overall $104k above budget. Mr. Cronin shared that he, Mr. Ondris, Mr. Scopelliti and Ms. Maisch met to discuss the 2025 budget. Some changes were made, some items remained; it was a give and take process. He said that the Finance Committee recommends the budget be accepted as submitted, pending salaries to be discussed in closed session.

ACTION ON BILLS:

Motion to approve the November 2024 Operating Account Special Gifts Account, and Debit Card Account Bills Payable:	*P. Scopelliti*
Seconded:	*J. Cronin*

Operating Account	$214,763.65
Special Gifts Account	$ 1,620.41
Debit Card Account	$ 2,003.13
Total	$218,387.19

Motion to pay the November 2024 Operating Account, Special Gifts Account, and Debit Card Account Bills Payable was unanimously approved.

NEW BUSINESS:

MAIN 2025 Membership Agreement: There was discussion of the agreement and wording therein. Mr. Vidal made a motion to execute the MAIN membership agreement. Ms. Wilson seconded the motion and the motion was passed unanimously.

Selection of Nominating Committee to Propose Officers for 2025: Mr. Ondris asked for volunteers to serve on the nominating committee. Ms. Wilson, Ms. Miller, and Ms. Licari volunteered.

RESOLUTIONS:

Resolution No. 2024-02 – 2025 MEETING DATES OF THE BOARD OF TRUSTEES

Designates the 2025 meeting dates for the Board of Trustees. The Resolution was approved as follows:

RECORD OF BOARD VOTE

	AYE	NAY	ABSENT	NOT VOTING
J. Cronin	X			
J. Keaney			X	
S. Licari	X			
L. McKnight			X	
A. Miller	X			
M. Ondris	X			
P. Scopelliti	X			
S. Vidal	X			
A. Wilson	X			

Resolution No. 2024-03 – 2025 HOLIDAY SCHEDULE & CLOSING SCHEDULE

Designates the 2025 library holiday schedule and closing schedule. The Resolution was approved as follows:

RECORD OF BOARD VOTE

	AYE	NAY	ABSENT	NOT VOTING
J. Cronin	X			
J. Keaney			X	
S. Licari	X			
L. McKnight			X	
A. Miller	X			
M. Ondris	X			
P. Scopelliti	X			
S. Vidal	X			
A. Wilson	X			

CLOSED SESSION:

Mr. Vidal made a motion to go into closed session at 7:57 pm. Mr. Scopelliti seconded the motion and the motion was passed unanimously.

Mr. Scopelliti made a motion to move out of closed session at 8:22 pm. Mr. Cronin seconded the motion and the motion was passed unanimously.

CONTINUATION OF REGULAR MEETING:

Mr. Cronin made a motion to accept the new organizational chart. Mr. Ondris seconded the motion and the motion was passed unanimously.

Mr. Scopelliti made a motion to approve all staff wage increases as noted. Mr. Cronin seconded the motion and the motion was passed unanimously.

Mr. Scopelliti made a motion to approve the 2025 budget. Mr. Cronin seconded the motion and the motion was passed unanimously.

ADJOURNMENT:

There being no further business, Ms. Wilson made a motion to adjourn the meeting. Ms. Miller seconded the motion. The motion was passed unanimously, and the meeting was adjourned at 8:28 pm.

_____
Heather Paparo
Bookkeeper & Administrative Assistant

_____
Mark J. Ondris
President