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

LIBRARY BOARD OF TRUSTEES MEETING
October 20, 2025

AGENDA

Call to Order

Roll Call:

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

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

Friends Report

Approval of Minutes of the September 15, 2025 meeting

Communications – Stephen Vidal

Superintendent of Schools' Designee – Jon Keaney

Mayor's Designee – Lisa McKnight

Director's Report

Committee Reports

Personnel:	Katharyn Banks
Policy:	Mark Ondris
Sunshine:	Angela Wilson
Building & Grounds:	Stephen Vidal
Finance:	John Cronin

Action on Bills

Old Business

- LUCC Legislative Breakfast 10/29/25
- NP Pioneer Day 10/26/25

New Business

- New Library Cards & photo
- Finance Committee meetings to discuss 2026 budget – 10/27 @ 2:30pm
- Discuss 2026 Board of Trustee meeting dates, holidays & closing dates
- Resolution 2025-8 Film Ready Closing Schedule

Motion to Recess to Closed Session, if necessary

Adjournment

New Providence Memorial Library
BOARD OF TRUSTEES MEETING

October 20, 2025

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

(* indicates present)

A regular meeting of the Board of Trustees of the New Providence Memorial Library was held on October 20, 2025 in the Coddington Room.

President Mark Ondris called the meeting to order at 7:06 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:

Kathryn Biber, President of the Friends was in attendance.

FRIENDS REPORT:

Ms. Biber shared that the Friends had a craft fair and they are working on finalizing the profits. Ms. Maisch thanked Ms. Biber and Beth Spiegel for jumping in and organizing the craft fair at the last minute after the organizer couldn't due to health issues. The art show on display is photography by Nancy Ori with an art reception scheduled for November 16th from 2-4pm. The women's accessory sale is scheduled for December 13th. Thanks to Ms. Biber's efforts, the Friends were awarded a $2500 grant for a water bottle filler station. Ms. Biber also is planning to submit another grant application for community activities.

APPROVAL OF MINUTES:

A motion to approve the minutes of the September 15, 2025 meeting was made by Mr. Cronin and seconded by Mr. Ondris. The minutes of the September 15, 2025 meeting were approved unanimously with Mr. Keaney and Ms. Licari abstaining.

COMMUNICATIONS:

Board Secretary – Steve Vidal: No report was presented.

Superintendent of School's Designee – Jon Keaney: Mr. Keaney shared that the school district celebrated Hispanic Heritage month, the girls tennis team won their seventh straight sectional title, Mr. N was honored at the football game for his 30+ years of service, and all schools have implemented a phone-free policy for students. More than 80 teachers joined the *Anxious Generation* book club which had 100 attendees at their first event. Ms. Maisch said that every physical and digital copy of *Anxious Generation* available through MAIN is currently checked-out.

Mayor's Designee – Lisa McKnight: Ms. McKnight shared that the Passaic Street bridge should be opening one-way in three weeks and the railroad crossing at Livingston and Central Avenues has been fixed. The beautification committee is gearing up to raise funds to light up Centennial Park. Sunday is Pioneer Day with vendors, music and food on Springfield Avenue.

DIRECTOR'S REPORT:

Ms. Maisch thanked the board for getting their new library cards. Our library cards were updated with new designs and information since the old cards were outdated with inaccurate information. There was a ribbon cutting ceremony for the new exit driveway and an article in the TAP. Ms. Maisch cleared up confusion with the Historical Society as to what hours they are permitted in the building. We are working on getting estimates to fix the handicap door at the side entrance. The 2026 budget has been drafted. Baker & Taylor is closing after 180 years, but we already opened an account with Brodart last summer so we can continue to order books. Our librarians visited all four schools to offer library card sign-ups to teachers; some students signed up too. We hosted an ESL parents night last week which is a great way to show ESL families that we are here to support the entire family, not just their student(s). We are interviewing more substitute circulation staff. There was discussion of the circulation statistics and that our goal is to monitor any increases/decreases to determine how to better serve our community.

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

COMMITTEE REPORTS:

Personnel: No report was presented.

Policy: No report was presented.

Sunshine: No report was presented.

Building & Grounds: No report was presented.

Finance: Mr. Cronin shared that the CD is maturing on November 1st. There was discussion of rates and it was determined to roll the existing CD but not add more. The budget is doing well; income is $13k ahead of budget; expenses are under budget, for an overall net $87k under budget.

ACTION ON BILLS:

Motion to approve the October 2025 Operating Account Special Gifts Account, and Debit Card Account Bills Payable: *J. Cronin*
Seconded: *M. Ondris*

Operating Account	$ 85,990.14
Special Gifts Account	$ 1,158.06
Debit Card Account	$ 1,393.29
Total	$ 88,541.49

Motion to pay the October 2025 Operating Account, Special Gifts Account, and Debit Card Account Bills Payable was unanimously approved.

OLD BUSINESS:

LUCC Legislative Breakfast: The LUCC breakfast will be held at the Union Library on October 29th. Ms. Maisch, Ms. Wilson, and Mr. Scopelliti will attend.

NP Pioneer Day: Ms. Maisch, Mr. Ondris, Mr. Cronin and Ms. Banks will volunteer at Pioneer Day on October 26th.

NEW BUSINESS:

New Library Card & Photos: To promote our new library cards on social media, Ms. Maisch took a photo of the trustees with their new library cards.

Finance Committee meetings to discuss 2026 budget: Mr. Ondris said that the Finance Committee is meeting on October 27th to discuss the budget.

Discuss 2026 Board of Trustee meeting dates, holidays & closing dates: Ms. Maisch shared the preliminary 2026 board meeting schedule and holiday schedule. There was discussion of dates and staff development days. There will be no vote tonight but it is to be reviewed and voted at the November 17th meeting.

RESOLUTIONS:

Resolution No. 2025-08 – FILM READY CLOSING SCHEDLE

Establishes a closing schedule in the event the Library is selected by a film studio. The Resolution was approved as follows:

RECORD OF BOARD VOTE

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

CLOSED SESSION:

Mr. Cronin made a motion to go into closed session at 8:35 pm. Mr. Ondris seconded the motion and the motion was passed unanimously.

Mr. Cronin made a motion to move out of closed session at 8:50 pm. Mr. Ondris seconded the motion and the motion was passed unanimously.

ADJOURNMENT:

There being no further business, Mr. Cronin made a motion to adjourn the meeting. Mr. Ondris seconded the motion. The motion was passed unanimously, and the meeting was adjourned at 8:51 pm.

Heather Paparo
Office Manager

Mark J. Ondris
President