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

LIBRARY BOARD OF TRUSTEES MEETING
November 17, 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 October 20, 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 recap
- President of the Board and President of the Friends annual 2025 letters due at the end of December
- Motion to approve 2026 Budget
- Resolution 2025-09 (2026 BoT Meeting Dates)
- Resolution 2025-10 (2026 Holidays & Library Closing Dates)

New Business

- MAIN 2026 Membership Agreement
- Review Foundation recruitment letter
- Selection of Nominating Committee to Propose Officers for 2026
- Motion to approve Personnel Committee's recommended changes to staff compensation

Motion to Recess to Closed Session, if necessary

New Providence Memorial Library
BOARD OF TRUSTEES MEETING

November 17, 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 November 17, 2025 in the Coddington 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:

Kathryn Biber, President of the Friends was in attendance.

FRIENDS REPORT:

Ms. Biber shared that the recent concert was the Cover Girls. The art show on display is photography by Nancy Ori. The Friends will have an ornament sale fundraiser starting Friday. The women's accessory sale is scheduled for December 13th. They are working on their 2026 budget.

APPROVAL OF MINUTES:

A motion to approve the minutes of the October 20, 2025 meeting was made by Mr. Cronin and seconded by Mr. Keaney. The minutes of the October 20, 2025 meeting were approved unanimously.

COMMUNICATIONS:

Board Secretary – Steve Vidal: No report was presented.

Superintendent of School's Designee – Jon Keaney: Mr. Keaney said that the *Anxious Generation* workshops continue to do well; they've held a number of evening events and each had 75 attendees. Recent happenings include book fairs and grandparents day at the elementary schools, senior citizens day at the high school, and a week of gratitude for staff. The high school play is *It's a Wonderful Life.*

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

DIRECTOR'S REPORT:

Ms. Maisch thanked the Board for those who volunteered on Pioneer Day. Last Saturday we hosted an event "Dinosaurs Arise" and had over 500 patrons visit the library. Ms. Maisch has confirmed with the zoning officer

that the rear interior vestibule doors are already ADA compliant. We will likely fix the handicap button on the rear exit door. We are getting quotes for security cameras; $15k for nine cameras or $5k for three cameras. The bottle filler will be installed soon. Ms. Maisch asked for a motion to hire two new substitute circulation assistants. A motion to hire S.M. and K.L. was made by Mr. Ondris, seconded by Ms. Wilson, and unanimously approved. The last of the staff computers have been replaced, so now all computers are new. Mr. Ondris commended all NPML staff for making the library a community center for all age groups.

Mr. Keaney made a motion to accept the November 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: Ms. Wilson shared that she received a thank you note from J.M. for honoring her 20th year anniversary.

Building & Grounds: No report was presented.

Finance: Mr. Cronin shared that we renewed the CD on November 1st at a rate of 3.54%. The budget is doing well; income is $15k ahead of budget; expenses are under budget, for an overall net $95k under budget.

ACTION ON BILLS:

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

Operating Account	$ 90,932.69
Special Gifts Account	$ 675.59
Debit Card Account	$ 860.28
Total	$ 92,468.56

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

OLD BUSINESS:

LUCC Legislative Breakfast recap: Ms. Maisch said that some of the topics discussed at the breakfast were the Freedom to Read Act, e-book licensing, and the Jersey Construction Bond Act. Ms. Wilson commented that the Union Library's renovation was wonderful and felt like a university library.

President of the Board and President of the Friends annual 2025 letters due at the end of December: Ms. Maisch reminded Mr. Ondris and Ms. Biber to draft letters which will be included in NPML's annual review report.

Motion to approve 2026 Budget: Mr. Cronin said the finance committee met with Ms. Maisch to discuss the budget which they reviewed in advance. They went through every line item and compromised on some

changes. Ms. Maisch highlighted some significant items: MAIN costs are going down because the ILS system changed, legal fees expense is a new budget line, utilities have increased significantly, and healthcare increased 38%. Although we will receive a 14% increase from the state, it is needed to cover the increase in costs. Mr. Cronin said the finance committee recommends the budget be accepted as submitted. A motion to approve the 2026 budget as submitted was made by Mr. Cronin, seconded by Mr. Keaney and unanimously approved.

NEW BUSINESS:

MAIN 2026 Membership Agreement: A motion to execute the MAIN membership agreement was made by Mr. Cronin, seconded by Mr. Ondris and unanimously approved.

Review Foundation recruitment letter: Ms. Maisch said that she drafted a letter at the board's request but would like feedback from the board as well as recommendations to whom it should be sent in the community. There was discussion regarding suggested edits to the letter and recipients. A motion to accept the letter with suggested edits was made by Mr. Ondris, seconded by Mr. Cronin and unanimously approved.

Selection of Nominating committee to Propose Officers for 2026: Mr. Ondris asked for volunteers to serve on the nominating committee. Ms. Wilson, Ms. Licari, and Ms. Banks volunteered. There was discussion regarding who on the board is able to serve which positions. Ms. Maisch shared that she has accepted the position of Vice President of the MAIN Board of Directors.

RESOLUTIONS:

Resolution No. 2025-09 – 2026 MEETING DATES OF THE BOARD OF TRUSTEES

Designates the 2026 meeting dates for the Board of Trustees. 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			

Resolution No. 2025-10 – 2026 HOLIDAY SCHEDULE & CLOSING SCHEDULE

Designates the 2026 library holiday schedule and closing schedule. 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 8:22 pm. Ms. Wilson seconded the motion and the motion was passed unanimously.

Mr. Cronin made a motion to move out of closed session at 8:39 pm. Ms. Wilson seconded the motion and the motion was passed unanimously.

CONTINUATION OF REGULAR MEETING:

Mr. Ondris made a motion to accept the new organizational chart and approve all staff wages as noted. Mr. Cronin 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 8:42 pm.

Heather Paparo
Office Manager

Mark J. Ondris
President