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

LIBRARY BOARD OF TRUSTEES MEETING
December 15, 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 November 17, 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

- President of the Board and President of the Friends annual 2025 letters due at the end of December
- Report of the Nominating Committee & 2026 slate of officers

New Business

- Resolution 2025-11 (Depositories)
- Resolution 2025-12 (Newspapers)

Motion to Recess to Closed Session, if necessary

Adjournment

New Providence Memorial Library
BOARD OF TRUSTEES MEETING

December 15, 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 December 15, 2025 in the Coddington Room.

President Mark Ondris called the meeting to order at 7:00 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' first annual accessories sale was a success and they made $2,486. Ms. Maisch thanked the Friends for their efforts in such a successful sale. They are currently planning a vinyl records sale. They will finalize their budget in January and determine how much they can donate to NPML.

APPROVAL OF MINUTES:

A motion to approve the minutes of the November 17, 2025 meeting was made by Ms. McKnight and seconded by Ms. Wilson. The minutes of the November 17, 2025 meeting were approved unanimously with Mr. Scopelliti and Mr. Vidal abstaining.

COMMUNICATIONS:

Board Secretary – Steve Vidal: No report was presented.

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

Mayor's Designee – Lisa McKnight: Ms. McKnight announced that the Passaic Street bridge is open, the NP Community Pool bridge is partially open to pedestrians, and the town hosted the holiday walk. They received an $800k grant from the DOT which will go towards repaving Union Avenue.

DIRECTOR'S REPORT:

Ms. Maisch said she has received two estimates for security cameras. There was discussion of interior and exterior cameras and the benefits of both. Ms. Maisch will get more details and it will be further discussed in

January. The installation of the water bottle filler is complete and thanks to Nick Pazinko we saved $3k on installation costs. Unfortunately, we have a new roof leak in an area where the roof was not replaced; we are waiting for DPW to coordinate a roof patch. The front door needs a new gear and motor. We have Square and can now accept credit card payments. There was discussion of the transaction fees for Square and who (NPML or patron) should incur the fee. Mr. Ondris suggested there be a $0.50 transaction fee that patrons would incur and the Board agreed to that.

Ms. Maisch asked for a motion to promote M.L. from substitute to part-time librarian at $33.50 and to hire M.D. as a substitute librarian at $30.50. A motion to promote M.L. from substitute to part-time librarian at $33.50 and to hire M.D. as a substitute librarian at $30.50 was made by Mr. Ondris, seconded by Mr. Scopelliti and unanimously approved.

We had lots of holiday programs, great attendance at The Empress Rising, we are expecting lots of foot traffic from NP students during mid-terms, new computers have been installed, and Ms. Maisch is getting quotes to replace our public printer/copier.

The Board congratulated Ms. Maisch on accepting the Good Scout Award.

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

COMMITTEE REPORTS:

Personnel: No report was presented.

Policy: Mr. Scopelliti suggested amending the bylaws so that the officers' term is five years. There was discussion of the proper term length and the expertise required for certain roles To be discussed in January.

Sunshine: No report was presented.

Building & Grounds: No report was presented.

Finance: Mr. Cronin shared that the budget is doing well; income is $16k ahead of budget; expenses are under budget, for an overall net $131k under budget.

ACTION ON BILLS:

Motion to approve the December 2025 Operating Account Special Gifts Account, and Debit Card Account Bills Payable:	*P. Scopelliti*
Seconded:	*J. Cronin*

Operating Account	$189,752.28
Special Gifts Account	$ 2,918.93
Debit Card Account	$ 809.69
Total	$193,480.90

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

OLD BUSINESS:

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.

Report of the Nominating Committee & 2025 Slate of Officers: Ms. Banks said that she, Ms. Wilson, and Ms. Licari met to discuss the slate of officers and that everyone agreed to be nominated. In January, the slate will officially be presented.

RESOLUTIONS:

Resolution No. 2025-11 – DESIGNATION OF 2026 DEPOSITORIES

Designates the 2026 depositories for Library funds. 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. 2025-12 – DESIGNATION OF 2026 OFFICIAL SOURCES FOR LEGAL NOTICES

Designates the 2026 official sources for legal notices. 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			

ADJOURNMENT:

There being no further business, Mr. Cronin made a motion to adjourn the meeting. Ms. McKnight seconded the motion. The motion was passed unanimously, and the meeting was adjourned at 8:09 pm.

Heather Paparo
Office Manager

Mark J. Ondris
President