

## Minutes of the Kinnelon Public Library Board of Trustees, October 21, 2021 Meeting

Kinnelon Public Library  
132 Kinnelon Rd  
Kinnelon, NJ 07405

Recording: William Saks

PLEASE NOTE: This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees (KPL) is being held virtually to minimize the risk of COVID-19 spread.

The meeting of the Board of Trustees was called to order by President A. Vosatka at 7:30 p.m. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

**Roll Call: Attendees:** K. Fraone, W. Saks, V. Russo, J. Horton, P. Giordano, S. Ott, A. Vosatka

**Absent:** Mayor J. Freda, D. DiGiuseppe

**Approval of the Minutes:** Motion by P. Giordano; second by J. Horton with unanimous approval.

**Public Comments Regarding Agenda Items:** None

**Statistical Report, Financial Report, Financial Snapshot and Bills for Approval:** Reports were filed as presented.

**Approval of the October Bills:** Motion by J. Horton; second by P. Giordano. Unanimous approval.

**Informational Discussions Including Sub Committee Updates.**

**CLL and Friends Report:** The shredding fundraiser was held on October 9<sup>th</sup> from 9:00 a.m. to 12:00 p.m. It was a successful event without any cars having to be turned away as occurred in the fall. The 2022 shredding fundraisers are scheduled for May 21<sup>st</sup> and October 1<sup>st</sup>.

The fall membership letters were mailed on October 4<sup>th</sup> to all Kinnelon residents and to those non Kinnelon CLL students who were registered for the spring 2020 semester.

Volunteers are in the process of updating community, borough and Morris county data for inclusion in the 2022 Service Directory.

The CLL fall semester began on September 13<sup>th</sup> and runs for ten weeks. Meetings were held with the CLL president, the library director and the program specialist for the planning and implementation of the spring 2022 semester. The CLL registrar and president met to finalize the class brochure for the spring semester.

**Borough Liaison:** Ktoberfest has been rescheduled from October 16<sup>th</sup> 4-10 p.m. to October 23<sup>rd</sup> 2-7 p.m.

The proposal and quote from Donnelley Energy for the replacement library boilers including upgrading to a better boiler (Aerco) from our present brand (Lochinvar) was reviewed and discussed.

The total project cost with Aerco upgrade is \$91,614.09. The PSE&G incentive contribution is \$73,291.27 resulting in the library cost of \$18,322.82 payable at \$305.38 per month over 5 years interest free.

**Kinnelon Library Legacy Foundation:** The library director and Foundation president have reviewed and evaluated President John F. Kennedy's and First Lady Jacqueline Kennedy's donated personal collection of books housed in the White House during his Presidency. Books written about the President and First Lady but not part of their personal collection have been inventoried and offered for sale on line.

A discussion was held in reference to a suggestion the director shared for hiring a landscape architect to design and create a plan for developing an outdoor library patio with pathways and seating areas for patrons use. This area would be utilized for outdoor program activities and in addition could be used by patrons when the library is closed. The director will research this possibility and submit a proposal to the committee for discussion and review at the Foundation's next scheduled meeting in December.

**Personnel SubC:** Nothing to report

**Finance SubC:** The September year to date revenues are tracking slightly behind budget. This is due to the timing of the borough appropriation. It is anticipated to end the year with a slight surplus and therefore foresee no financial risks for 2021.

The processing issues encountered with updating the Vanguard account signatories now seem to be resolved and it is expected to have our accounts updated by the end of the month.

**Capital Improvement SubC:** The results of awarding the Library Construction Bond Grant will be announced at the end of fall.

**Director Report and Staff Reports:** Highlights of the report included the following.

The program specialist and the director have been working closely with the CLL president in planning the spring semester. The CLL fall 2022 semester will fully become a library responsibility and come under the program specialist's supervision.

A successful blood drive sponsored with Vitalant was held on October 7th and is scheduled to take place again in the spring.

Library programs continue to be successful and are held outside or virtually. Story time, held outside, had 100 people attend. The suggestion was made to consider asking patrons if continuing to hold outside programs in the winter would be in their interest.

The program specialist and director have been working with a website developer on a new website.

**Action Items:** None

**New Business:** A discussion was held regarding replacing and updating the present boilers.

A motion was made by J. Horton and seconded by S. Ott to authorize replacement library boilers including upgrading to a better boiler (Aerco) from our present brand (Lochinvar) at a cost of \$91,614.09. The PSE&G

incentive contribution is \$73,291.27 resulting in the Library cost of \$18,322.82 payable at \$305.38 per month over 5 years interest free. Unanimous approval.

**Old Business:** None

**Public Comments:** None

The motion to adjourn was made at 8:05 p.m. by J. Horton; second P. Giordano .

Respectfully Submitted,

William P. Saks