

Mountainside Public Library
Board of Trustees - September 18, 2023
Meeting Minutes

Attendees:

Alison Murphy (AM) - President
Ashley Osieja (AO) - Treasurer
Carlos Santos (CS) - Board member
Tammy Shaw (TS) - Library Director
Mike Goodwin (MG) - BOE Representative
Valerie Wass (VW) - Secretary
Andrew Adornato (AA) - Board member *joined @ 8pm*

Governance:

The meeting was held in a hybrid format with both in person attendees and those attending via Zoom. The meeting was brought to order by AM at 7:03pm. The Sunshine Act was read into the meeting by AM.

New member, Carlos Santos, was sworn into Office.

REGULAR BUSINESS

Director's Report

- Repair cost for the library's roof amounted to \$645. This repair was necessary after water damage resulting from the storms in early July of this year.
- Door count is up
- More people are enjoying the library space
- Library received a good review for technology assistance

Motion to approve the Director's Report was made by MG and second by VW.

Treasurer's Report

The Library fell short of collecting the amount budgeted for this month, however its expenses were also less. Included in the "Other" line item for the month of August was the auditor expense of \$3,300.

Motion to approve the Treasurer's Report was made by VW and second by CS.

Motion to approve August bills was made by VW and second by CS

Library Consortium

- The Union County Commissioners awarded the Library \$18,800 to migrate our data to the MAIN Alliance consortium,
- The MAIN Alliance consortium unanimously accepted our application to join their organization,
- The migration is targeted for late April/early May of 2024.

Many thanks to our Library Director, Tammy Shaw, for putting together a comprehensive set of informative notes that helped the Board make an educated decision about which library consortium would be best to join for Mountainside.

Strategic Plan

- As a result of our Library receiving a substantial bequest, a strategic plan is critical in determining how the restricted funds can best be used to meet the goals of the library and to serve the community.

Strategic Plan continued:

- The Board discussed the strategic planning process and what they want the strategic plan to address.
- The director submitted a proposal to the Watts Foundation in June for funding the community assessment portion of a strategic plan.
- The Board discussed the costs/benefits of hiring a consultant and took a straw pole to determine if the Board thought the Library should pay for a consultant if the Watts Foundation did not provide the funds to hire a consultant.
- Because the library received a substantial bequest, the Board agreed that it was worth pursuing the option of hiring a consultant. The director will provide more detailed information about possible consultants, pricing, and deliverables.
- The strategic plan will address how to make the library an effective resource for the community including physical and technological needs.
- The Board discussed hiring a consultant to do a thorough building and capital assessment. The director will identify consultant(s) and will provide a proposal at the next meeting.

“Trustee” Training

All Board members must complete one hour of training. Sessions range from 1 to 2 hours each.

Union County Consortium Reception

The libraries of the Union County consortium (not to be confused with MAIN or LMxAC) are invited to a reception to be held on October 25, 2023 at the Cranford Community Center (TS distributed a flyer at this meeting).

The meeting was adjourned at 8:35pm.

Motion to adjourn the meeting was made by VW and second by MG.

The next meeting will be held on Monday-October 16, 2023