

**MINUTES
WEST ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
June 25, 2026**

OPEN PUBLIC MEETINGS ACT:

In accordance with Public Law 1975, Chapter 231, approved October 21, 1975 and known as The Open Public Meetings Act, proper notice of the meeting and all Library Board meetings of 2026 were posted and shall remain posted throughout the year on the Official Main Library Bulletin Board, were emailed to the "Star-Ledger", the officially designated newspaper, NJ Secretary of State website and were emailed to the Township Clerk.

OATH OF OFFICE: None

ROLL CALL:

Meeting called to order at 7:00 pm with a quorum of the Board. The following attended the meeting – Marge Mingin by zoom, Dana Nugent, Randy Clemens, Joyce Soto, Ana Silvia Kitchener, Mayor Susan McCartney, Jessica Gaeta, David Cubie – Director

CITIZEN'S HEARING: NONE

MINUTES OF PREVIOUS MEETING:

Motion: Ms. Mingin moved to approve the minutes for May 2026 meeting
Second: Ms. Nugent
Action: Approved

FINANCE: Open discussion

Motion: Ms. Mingin moved to approve the budget report for May 2026 and the June 2026 bills
Second: Ms. Nugent
Action: Approved

CORRESPONDENCE AND GIFTS: NONE

COMMITTEE REPORTS:

Finance: Open discussion – the finance committee reviewed and approved the 2026 budget.

The board discussed plans for summer programming, including having an on-call fire department truck available and ensuring medical support. Mr. Cubie reported that registration has reached over 800 people, an increase of 200 since his last report.

The board discussed library card replacement costs, with Mr. Cubie reporting a 50-50 split between replacement and new cards at approximately \$1.50 per replacement.

The board approved a motion to dedicate a children's programming area in honor of former board member Karen Mengden, who donated \$50,000-\$55,000 over several years, with plans to install a frosted glass dedication plaque.

New furniture for the children's and teen areas is expected to be installed in July, including a long table and additional shelving to better define the teen space.

Board Governance: NONE

Buildings and Grounds: Open discussion – The building and grounds committee discussed several issues including door problems that have been resolved with warranty replacement of burned-out sensors and planned service adjustments for heavy doors. Mr. Cubie reported that the library's temperature is now comfortable and mentioned signing a new Trane service contract for \$36,000 that includes additional AI monitoring. The main discussion centered on the lack of an outdoor book drop, with Mr. Cubie explaining that while the town's exterior plan originally included a covered book drop near the staff entrance, this was removed due to security concerns. The committee explored potential solutions including a mobile book drop or bookmobile to serve different community populations, particularly addressing concerns from both senior residents and parents with young children about the current book return process.

Strategic Communications: NONE

Personnel & Labor Relations: Open discussion – updates on personnel committee goals for Mr. Cubie.

Policy: NONE

WEST ORANGE PUBLIC LIBRARY FOUNDATION FUND, INC REPORT: NONE

FRIENDS LIAISON: NONE

DIRECTOR'S REPORT: Open discussion – The library's summer reading challenge program, which includes both children's and adult components, with an option to read historical books including the Declaration of Independence. The group discussed upcoming July 4th weekend plans and fireworks displays. The conversation ended with updates about furniture installation scheduled for early July, with Isabelle volunteering to be present during installation.

NEW BUSINESS: NONE

UNFINISHED BUSINESS: NONE

- **Next Board meeting will be Thursday, July 23, 2026**

ADJOURNMENT:

Motion: Motion to adjourn general meeting by Ms. Mingin @ 8:40 pm
Second: Ms. Kitchener
Action: Approved

Respectfully,

VP – did not attend

Vanessa Patterson, Office Manager

AS – did not attend

Amy Schwarz, Secretary, Board of Trustees