

Middlesex Public Library  
1300 Mountain Avenue  
Middlesex, NJ 08846

Minutes of Board of Trustees Meeting on December 8, 2025

Call to Order

The regular meeting of the Middlesex Library Board of Trustees was held in the Community Room of the Library on Monday, December 8, 2025. James Benson, Board President, called the meeting to order at 7:01 p.m.

Announcement of Compliance with Open Public Meeting Law

The President read the announcement of the meeting in compliance with the Open Public Meeting Law. (N.J.S.A. 10:4-6) stating that notice of the meeting has been published in the *Courier News*, *Home News* and the *Star Ledger* and has been posted on the Library's public bulletin board.

Roll Call of Members

X – Represents member present at meeting

- X James Benson, President
- X Emily DeScenza, Vice President
- Melissa Fedosh, Treasurer
- X Susen Edwards, Secretary
- X Barbara Ferris, Member At Large
- X Beverly Weber, Member At Large
- X Dina Fornataro, Member At Large
- X Erin Gomez, Representative of the Superintendent of Schools
- X Dave Oliver, Representative of the Mayor
- X Christine George, Library Director

Approval of Minutes of Prior Meeting(s)

A motion to approve the minutes of the previous Board meeting held on November 10, 2025, was made by Beverly Weber and seconded by Dave Oliver. All were in favor.

Reports of Officers

President Benson announced Dave Oliver will remain on the Board. Susen Edwards has been appointed to a new five-year term. He reminded the Personnel Committee that the Director evaluation

should take place within the next month. President Benson will send out an email to Board members asking for nominations for officers for 2026 and asking if current officers would like to remain in their positions. He once again thanked Emily DeScenza, Board Vice-President, for running the October meeting.

There were no other Reports of Officers.

### Financial Report/Payment of Bills

Bills that arose since the last Board meeting and current payments for this month and last were reviewed and approved.

Director George noted that the Library will continue to order books from Amazon at this time. \$1944.10 was spent on Amazon for adult acquisitions; \$742.14 was spent on juvenile acquisitions. Demco was paid \$287.05 for protective covers for new books.

A new 3D printer from Amazon was purchased for \$602.33. Director George was reimbursed \$331.00 for Legacy Lawn signs. Swank was paid \$484.00 for our yearly movie licensing.

Two additional bills needed to be added to the monthly report: Vincent Pileggi is to be reimbursed \$81.93 for expenses related to his becoming a Notary. (He will be coming in on Saturdays and filling in when our current Notary, Holly Mueller, is unavailable.) Director George is to be reimbursed \$255.72 for our 2026 Adobe subscription.

The new total for December bills is \$11,619.38.

There were no unusual expenses for the month.

Dina Fornataro moved to accept Resolution 2025-16 authorizing payment of all bills. Dave Oliver seconded the motion. All were in favor. The following resolution was passed:

“WHEREAS THE ATTACHED BILLS AND CLAIMS AGAINST THE Free Public Library of the Borough of Middlesex have been examined and audited by the Treasurer of the Library, NOW THEREFORE BE IT RESOLVED by the Free Public Library of the Borough of Middlesex and the Trustees thereof that the attached bills and claims are hereby approved for payment.”

Director George provided Board members with the Monthly Budget Report for December 2025. Everything is on track for the year. As noted in prior months, Maintenance Contracts, Water, and Social Security are in negative territory for the year. The 2026 Budget will show an increase these categories.

### Circulation Report

Director George gave the circulation report for December. Adult circulation numbers are down slightly for November, due to Veteran's Day and the Thanksgiving holiday when the Library was closed. Juvenile circulation is up significantly. Total circulation is up from the prior two years. We gained forty new users this month. See the Circulation Report for details.

Attendance at both Adult/Friends and Children's programs is strong.

### Director's Report

Director George presented the monthly report for December on the operation of the Library. See Director's Report for details.

1. Work in the Children's Room has been completed. All books are in place and available. The final work in the Community Room is scheduled to be completed in the next week or two.
2. The new outdoor lights have been installed and look fantastic.
3. New lighting for the Children's Room has been ordered and will soon be replaced.
4. A patron at the November meeting raised a concern about a book in the Children's section. That book has been moved to the parents' shelf in the room. Director George followed our policies and procedural guidelines to make this happen.
5. At the recent Borough Town Hall meeting, the Library was congratulated for all we do with emphasis on our teen volunteers.
6. Kaila Ward-Merritt, Children's Librarian reported a wide variety of programming has been held for children. Next year's summer reading program theme will be "Unearth Your Story" with a focus on dinosaurs and archeology. The juvenile section is now open to the public.
7. Mary Toole, Reference Librarian, reported that they will be running three holiday craft programs. Patrons are still submitting their book lists to win a Kindle in the "Read 25 Books in 2025" challenge.
8. Theresa Bond reported that local artist, Ted Ferfecki's, artwork in the display case has been very popular. She continues to run popular Zoom programs and share library information through social media.

### Committee Reports

There were no Committee Reports.

### Friends of the Library Report

Friends President Susen Edwards provided Board members with copies of the Friends Winter/Spring 2026 Newsletter. The Friends final program of 2025 is a concert on Sunday, December 14. Tomorrow, December 9, the Friends will have their end-of-year business meeting followed by an informal party. Susen invited Board members as well as Library staff to attend.

### Unfinished Business

The final job to be done in the Community Room is the installation of baseboard. This will be completed soon.

### New Business

Director George discussed the Legacy Lawn program with the Board. Apparently, there has been some confusion with the Borough as to where the signs should be placed, and when they should be placed and removed. She asked the Board if we should continue the program. All agreed it's a valuable community program and suggested a meeting with the Borough to establish guidelines. Councilman Joe DeScenza who was present at the meeting said he will investigate the matter.

Director George provided Board members with the 2026 Library Meeting and Holiday Calendar. The Board then discussed the 2026 Budget. Director George said she is still waiting to receive hospitalization costs but has added 20% to the 2025 costs. She also noted a \$2,000 increase in Social Security payments based on the category going over budget in 2025. Dave Oliver moved to accept the 2026 Budget. Barbara Ferris seconded the motion. All were in favor.

### Public Discussion

Director George thanked Councilman DeScenza for bringing up the subject of our teen volunteers at the recent Town Hall meeting.

### Executive Session

There was no Executive Session.

### Adjournment

The meeting was adjourned at 7:59 p.m. on a motion made by Dina Fornataro and seconded by Barbara Ferris. All were in favor.

The next meeting of the Board of Trustees will be on Monday, January 12, at 7:00 p.m. in the Community Room of the Library.

Respectfully submitted,

Susen Edwards  
Secretary  
December 9, 2025

**NOTE: These minutes will be available to the public for inspection and/or copying once they are approved at a subsequent Board meeting.**