

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
August 14, 2008 – 7:30 pm
Tom Gambino Room, Cranbury Free Public Library

1. CALL TO ORDER & INTRODUCTION OF OFFICERS at 7:34 pm

Frank Brennan, Jr., President
Hal Rourke, Vice-President - *absent*
Patricia Thomsson, Treasurer
Kathy Easton, Secretary
Kirstie Venanzi, Trustee - *absent*
Kim Borden, Trustee
Andre Mento, Trustee
Julie Hardaker, Chief School Administrator and FCPL Representative
Pam Parseghian, Mayor's Representative
Also present:
Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator
Jan Murphy, Youth Services Librarian
John Haney, Cranbury School CSA

2. ANNOUNCEMENT OF COMPLIANCE WITH PUBLIC MEETINGS ACT

Pursuant to Section 5 of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Library Director as follows: On December 3, 2007, a notice for all scheduled 2008 meetings was sent to the Cranbury Press, Home News Tribune, and Township Clerk and posted in the Public Library.

3. APPROVAL OF MINUTES - July 10, 2008

*Motion to approve by: Kim Seconded by: Andre
Approved with correction to 4.C.: "2003 is pending", not "2003 and 2006".*

4. NEW BUSINESS – Cranbury School Board Report on Cranbury School Library – John Haney – attached

- A. Comparison of the school library to CPL, specifically the school library's time, safety and space priorities.
- B. Short term proposals: 1) reduction of CPL core hours to increase non-shared hours for the school library; 2) rearrangement of several shelves of books for better access for younger school children; and 3) relocation of adult computers so screens are not viewable to passing students
- C. Long term proposal: investigate the possibility of contracting a library expert to examine issues in this report in order to assist both libraries achieve their missions.
- D. John will email the report to Marilyn who will forward copies to the CPL Board.

5. TREASURER'S REPORT for July 2008 - attached

A. Action on Bills List - *Moved by: Patty Secoded by: Kathy*
Unanimously approved to pay

B. Patty reported the township did not transfer appropriated funds to CPL at the end of the last quarter. She was informed by the township to expect payment in September.

6. DIRECTOR & LA SUPERVISOR REPORTS: Marilynn Mullen–attached

A. Circulation Policy – Marilynn is preparing an updated and revised document for board approval.

7. YOUTH SERVICES LIBRARIAN: Jan Murphy – attached

8. TECHNOLOGY REPORT: Douglas Baldwin, Systems Administrator – attached

9. PRESIDENT'S REPORT: Frank Brennan

A. "Annual Calendar of Events" August and September (cf. "Trustees Manual" pp. 43 ff.) – The Board is on track with the calendar.

10. REPRESENTATIVE'S REPORTS –

A. Mayor's Rep: Pam Parseghian –

1. The township police held a neighborhood meeting for the Evans tract residents regarding the recent burglaries.

2. Pam suggested the library offer space to the police for a town-wide meeting on the same subject.

B. Chief School Administrator's Rep: Julie Hardaker

1. Pari Stave reported to the school board that a zoning status change is pending on land adjacent to the school.

C. Friends of the Cranbury Public Library Rep: Julie Hardaker

1. The CPL presentation to the Friends went well.

2. FCPL will have four adjoining spots on Cranbury Day for the book sale.

3. The annual meeting will be on April 23rd with a program by the Rocky Brook Garden Club.

4. FCPL will be buying a children's bench for the library.

11. TRUSTEE COMMITTEE REPORTS

A. Personnel Committee: Chair – Kathy Easton – no report

B. Finance Committee: Chair – Patty Thomsson – no report

C. Policy and Planning Committee: Chair – Julie Hardaker – no report

D. Nomination and Election Committee: Chair - Hal Rourke – Frank will contact Hal regarding the upcoming term expiration.

E. Facilities Development Committee: Chair – Kirstie Venanzi

1. Power Point Presentation – The presentation to FCPL went well.

Feedback from the Friends included: "too much information in too short a period of time". This will be addressed.

12. OLD BUSINESS – none

13. NEW BUSINESS - none

14. OPEN DISCUSSTION PERIOD - John Haney's report –

- A. Marilyn will consult Betram Busch, the State Librarian and LMX regarding the impact of the proposed reduction of CPL hours.
- B. The facilities committee will meet with Marilyn to put together an impact statement in response to the proposals.

15. ADJOURNMENT – *motion to adjourn: Kathy* *Seconded by: Andre*
Meeting Adjourned at 9:44 pm

Respectfully submitted,
Kathy Easton