

**BOARD OF TRUSTEES  
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES  
November 8, 2007 – 7:30 pm  
Tom Gambino Program Room, Cranbury Public Library

**1. CALL TO ORDER & INTRODUCTION OF OFFICERS at 7:36 pm**

Frank Brennan, Jr., President  
Hal Rourke, Vice-President  
Patricia Thomsson, Treasurer  
Kathy Easton, Secretary - *absent*  
Kirstie Venanzi, Trustee - *absent*  
Kim Borden, Trustee  
Julie Hardaker, Chief School Administrator and FCPL Representative  
Pari Stave, Mayor's Representative - *absent*

Also present:

Howard Zogott, Director  
Marilynn Mullen, Technology Services Librarian

**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 26, 2006, a notice for all scheduled 2007 meetings was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted in the Public Library.

**3. APPROVAL OF MINUTES for October 2007**

Oct. 11 Regular Meeting - *Moved by: Hal Secoded by: Patty Approved*

**4. TREASURER'S REPORT for September 2007 - attached**

A. Action on Bills List - *Moved by: Hal Secoded by: Julie Approved to pay*  
B. Budget and Operating Status as of 10/31/07 - An incomplete report was delivered to Patty. A complete report for September, October and November will be presented for Board review at the December meeting.

**5. DIRECTOR, YSL & LA SUPERVISOR REPORTS:** Howard Zogott –attached –  
Marilynn Mullen will become a signatory on the checking account and able to sign checks for December.

**6. TECHNOLOGY REPORT:** Marilynn Mullen – attached – Plan to revisit new logo project in December. Marilynn also to check with Personnel Committee chair, Kathy Easton, and then will post Systems Administrator ad on NJLA.

**7. PRESIDENT'S REPORT:** Frank Brennan

A. Calendar of Events - A draft budget will be presented at the December meeting.  
B. Attorney Visit – Bertram Busch will attend the December meeting and will lead a discussion on privacy issues.

- C. Library Staff Recommendation – Close at 6 pm instead of 9 pm on November 21, 2007 – *Moved by: Patty Secoded by: Julie Approved*

**8. REPRESENTATIVE’S REPORTS –**

- A. Mayor’s Rep: Pari Stave – no report
- B. Chief School Administrator’s Rep: Julie Hardaker – Julie recommended a meeting in January to formally introduce Marilyn to John Haney as our new Library Director.
- C. Friends of the Cranbury Public Library: Julie Hardaker – Julie reported that 91 people attended the Spooky Stories event in October. Holiday card making will be December 1, 10-12 pm and in January there will be a Mozart program.

**9. TRUSTEE COMMITTEE REPORTS**

- A. Personnel Committee: Chair – Kathy Easton – no report
- B. Finance Committee: Chair – Patty Thomsson – Patty to meet with Marilyn to reconcile the past 4-5 months of the CMA. Patty will follow up on the 2008 contract for Greg Della Pia.
- C. Policy and Planning Committee: Chair – Julie Hardaker – none
- D. Nomination and Election Committee: Chair - Hal Rourke – Hal to confirm with officers regarding their interest in serving in the same capacity for 2008. Committee to seek ninth trustee for 2008.
- E. Facilities Development Committee: Chair – Kirstie Venanzi – no report

**10. OLD BUSINESS**

**11. NEW BUSINESS**

- A. Proposed Library Closings for 2008 (Marilynn)  
*Moved by: Hal Secoded by: Patty Approved*
- B. Board Meetings for 2008 (Howard)  
*Moved by: Patty Secoded by: Hal Approved*

**12. CORRESPONDENCE –** Thank you note from Celeste Greene

- 13. OPEN DISCUSSION –** Report on November 6 Meeting with Karen Avenick  
Patty and Marilyn summarized the findings from the meeting. The library staff had discussed 2 obstacles to building a case for a free-standing library:  
1) it is unknown what plans the school has for the library space so we need a letter of intent from the school; 2) we have no proof that the current space is inadequate. They also summarized 4 scenarios going forward: 1) renovate the current space; 2) build a stand-alone library; 3) make a new library the anchor in a new stand-alone community center; 4) renovate and convert an existing town structure.

**14. EXECUTIVE SESSION (CLOSED)**

- Motion to enter closed session: Patty Secoded by: Hal 9:20 pm IN*
- Motion to exit closed session: Julie Secoded by: Hal 9:35 pm OUT*

**15. ADJOURNMENT – *motion to adjourn: Julie* *Seconded by: Hal***  
**Meeting Adjourned at 9:35 pm**

Respectfully submitted,  
Kim Borden