

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
May 13, 2010 – 7:30 pm
Tom Gambino Room, Cranbury Public Library

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:30pm

Pursuant to Section 5 of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Library Director as follows: December 15, 2009, a notice for all scheduled 2010 meetings was sent to the Cranbury Press, Home News Tribune, and Township Clerk and posted in the Public Library.

2. INTRODUCTION OF BOARD OF TRUSTEES

Kirstie Venanzi, President
Hal Rourke, Vice-President - excused
Patricia Thomsson, Treasurer
Kim Borden, Secretary
David Fletcher, Trustee - excused
Andre Mento, Trustee
Charlene Vivian-Granville, Trustee
Pam Parseghian, Mayor's Representative

Also present:

Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator
Jan Murphy, Youth Services and Community Outreach Librarian
John Haney, Chief School Administrator
Allan Kehrt, KSS Architects

3. APPROVAL OF MINUTES

April 8, 2010 Regular Meeting *Approved*

4. TREASURER'S REPORT FOR APRIL 30, 2010: Patty Thomsson

- A. Action on Bills List *Approved*
- B. Budget and Operating Status as of 4/30/10
 - 1. Balance Sheet: \$11,700 encumbered for digitization.
 - 2. The 1st-quarter allocation from the township has been received.

5. DIRECTOR'S REPORT: Marilyn Mullen

- A. Marilyn presented the library's Annual Report that she had prepared and presented to the Township Committee on April 26.
- B. The 2009 audit is scheduled for May 27.

6. YOUTH SERVICES LIBRARIAN'S REPORT: Jan Murphy

7. SYSTEMS ADMINISTRATOR'S REPORT: Doug Baldwin

8. PRESIDENT'S REPORT: Kirstie Venanzi

- A. Remarks
 - 1. A second meeting with Assemblywoman Linda Greenstein is scheduled for Wednesday, May 26.

B. Review of "Annual Calendar of Events" for May and June – On-track

9. REPRESENTATIVE'S REPORTS

A. Mayor's Representative: Pam Parseghian

1. Township committee member Dave Cook is attending a fundraiser for Linda Greenstein tonight. He plans to champion the NJ Library cause at the event.

B. Chief School Administrator: John Haney

C. Friends of the Cranbury Public Library Representative: Marilyn Mullen

1. Storage and sorting of the books for the sale is an issue.

D. Cranbury Public Library Foundation: Patty Thomsson – No report

10. TRUSTEE COMMITTEE REPORTS

A. Personnel Committee: Kim Borden – No report

B. Finance Committee: Patty Thomsson

1. Andre is researching a new auditor for 2010.

C. Policy and Planning Committee – Kirstie Venanzi

1. Pam accepted Kirstie's request and is now the chairperson of this committee.

D. Nomination and Election Committee: Kirstie Venanzi

1. A new treasurer and secretary will be needed for 2011.

E. Facilities Development Committee/Task Force: Kirstie Venanzi – No report

F. Public Relations Committee: Charlene Vivian-Granville

11. OLD BUSINESS

A. Allan Kehrt discussed the site for the public library facility on the Master Plan.

1. He will meet with Leslie Burger to show her what KSS has developed so far.
2. Allan suggested that we consider spending \$500 to digitize the preliminary drawing.

12. NEW BUSINESS

A. Telephone Service Contract

1. Marilyn has been researching a new telephone service provider for the library. She plans to switch to MiCTA. It is a Verizon company.

B. Feasibility Planning

1. The next meeting with the Burgers is next week. The list of community members to be interviewed is being compiled.

C. Memorial Day Parade

1. The library staff and trustees will be participating.

13. CORRESPONDENCE

A. Letter from Julie Hardaker thanking Doug for help in deciding which eReader to purchase for her son.

B. Thank you from Tom Ward for sponsoring and helping to administer his tax assistance program.

C. Letter from Kirstie to Linda Greenstein outlining the purpose and intent of the April 26 meeting.

14. OPEN DISCUSSION

A. Discussion of the Vision section of the Strategic Plan.

15. ADJOURNMENT AT 9:00pm

Respectfully submitted,
Kim Borden