

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
July 8, 2010 – 7:30 pm
Tom Gambino Room, Cranbury Public Library

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:35pm

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
Patricia Thomsson, Treasurer - excused
Kim Borden, Secretary
David Fletcher, Trustee
Andre Mento, Trustee
Charlene Vivian-Granville, Trustee
Michael Ferrante, Chief School Administrator's Representative - excused
Pam Parseghian, Mayor's Representative

Also present:

Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator
Jan Murphy, Youth Services and Community Outreach Librarian
Greg Della Pia, CPL Auditor

3. APPROVAL OF MINUTES

June 10, 2010 Regular Meeting *Approved*

4. TREASURER'S REPORT FOR JUNE 30, 2010: Andre Mento

- A. Action on Bills List *Approved*
- B. Budget and Operating Status as of 6/30/10

5. DIRECTOR'S REPORT: Marilynn Mullen

6. YOUTH SERVICES LIBRARIAN'S REPORT: Jan Murphy

7. SYSTEMS ADMINISTRATOR'S REPORT: Doug Baldwin

8. PRESIDENT'S REPORT: Kirstie Venanzi

- A. Feasibility Study Update
 - 1. 62 letters were sent out 2 weeks ago to Cranbury residents who had been identified as good candidates to interview for the feasibility study. Consultant Alan Berger is now contacting these people with a goal of 30 interviews. We would like to have the interviews complete by the end of the summer and have Alan's report at the September meeting.
- B. Review of "Annual Calendar of Events" for July and August – On-track

9. REPRESENTATIVE'S REPORTS

- A. Mayor's Representative: Pam Parseghian – No report
- B. Chief School Administrator: Mike Ferrante – No report
- C. Friends of the Cranbury Public Library Representative: Marilyn Mullen – No report
- D. Cranbury Public Library Foundation: Kirstie Venanzi
 - 1. The website is in development and we hope to have it done by September 10.

10. TRUSTEE COMMITTEE REPORTS

- A. Personnel Committee: Kim Borden – No report
- B. Finance Committee: Andre Mento – No report
- C. Policy and Planning Committee – Pam Parseghian – No report
- D. Nomination and Election Committee: Hal Rourke
 - 1. New treasurer and secretary are needed for 2011.
- E. Facilities Development Committee/Task Force: Kirstie Venanzi – No report
- F. Public Relations Committee: Charlene Vivian-Granville – No report

11. NEW BUSINESS

- A. 2009 Audit – Greg Della Pia
 - 1. The CPL auditor presented the audit for 2009. The auditor expressed a qualified opinion due to the omission of fixed assets and the accrued obligation for compensated absences. Otherwise, in the auditor's opinion, the financial statements present fairly, in all material respects, the financial position of the Library as of December 31, 2009.

*Motion to accept the 2009 audit as presented pending the auditor's review of BOT resolutions restricting capital funds and the incorporation of the auditor's corrections resulting from this review: David Second: Charlene
Unanimously Approved*

12. CORRESPONDENCE

- A. Thank you letter for the Human Services board president for sponsoring 3 Senior Center programs.

13. ADJOURNMENT AT 9:10pm

Respectfully submitted,
Kim Borden