

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
September 16, 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 - excused
Kim Borden, Secretary
David Fletcher, Trustee
Andre Mento, Trustee
Charlene Vivian-Granville, Trustee - excused
Michael Ferrante, Chief School Administrator's Representative
Pam Parseghian, Mayor's Representative

Also present:

Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator
Jan Murphy, Youth Services and Community Outreach Librarian

Alan and Leslie Burger, Library Development Solutions
Pat Demers, Mel Lehr and Frank Marlowe, Library Foundation Board Members

3. APPROVAL OF MINUTES

August 12, 2010 Regular Meeting *Approved*

4. TREASURER'S REPORT FOR AUGUST 31, 2010: Marilynn Mullen

- A. Action on Bills List *Approved*
- B. Budget and Operating Status as of 8/31/10

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. Remarks

- 1. Kirstie commended the staff for a great effort on Cranbury Day.
- 2. Kirstie attended the Township Committee meeting last month. She is working with Denise Marabello to correct errors in Denise's presentation that related to Library expenses.
- 3. She encouraged us to support Assembly bill 2679 which would provide a dedicated line item for library funding.

B. Review of "Annual Calendar of Events" for September and October – On-track

9. REPRESENTATIVE'S REPORTS

- A. Mayor's Representative: Pam Parseghian – No report
- B. Chief School Administrator: Mike Ferrante
 - 1. The Curriculum Committee of the BOE will work on providing summer reading lists to the library.
- C. Friends of the Cranbury Public Library Representative: Marilyn Mullen
 - 1. The Friends will sponsor a Halloween program. They will possibly also sponsor a program in January.
 - 2. They had a very successful sale on Cranbury Day.
- D. Cranbury Public Library Foundation: Kirstie Venanzi – No report

10. TRUSTEE COMMITTEE REPORTS

- A. Personnel Committee: Kim Borden – No report
- B. Finance Committee: Kirstie Venanzi – No report
- C. Policy and Planning Committee: Pam Parseghian – No report
- D. Nomination and Election Committee: Hal Rourke – No report
- E. Facilities Development Committee/Task Force: Kirstie Venanzi – No report
- F. Public Relations Committee: Charlene Vivian-Granville – No report

11. OLD BUSINESS

- A. The Board will establish the paid position of Recording Secretary for the Board of Trustee meetings. The Recording Secretary will submit Board of Trustee meeting minutes to the Secretary for approval. This new position will be established as soon as is practicable.

*Motion to approve: David Second: Pam
Unanimously Approved*

12. NEW BUSINESS

- A. Library Development Solutions – Capital Campaign Feasibility Study
 - 1. Alan and Leslie Burger presented their preliminary report.

13. CORRESPONDENCE

- A. Thank you note from the Elms for books-on-cassette-tape that were donated.
- B. Thank you note from Literacy Programs of New Jersey for an assessment donation.

14. ADJOURNMENT AT 10:00pm

Respectfully submitted,
Kim Borden