

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
October 14, 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
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
Dave Cook, Township Committee Member

3. APPROVAL OF MINUTES

September 16, 2010 Regular Meeting *Approved*

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

- A. Action on Bills List *Approved*
- B. Budget and Operating Status as of 9/30/10

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. Remarks
 - 1. Kirstie reported news from Pat Tumulty that three bills to provide dedicated line item funding for municipal libraries are being considered by the Assembly.
 - 2. Kirstie attended Candidate's Night. Kirstie asked the staff to invite the candidates to the library for an informational tour.
- B. Review of "Annual Calendar of Events" for October and November – On-track

9. REPRESENTATIVE'S REPORTS

- A. Mayor's Representative: Dave Cook
 - 1. Dave recommended that Marilynn come to a Township Committee meeting soon and report on the cuts the library is facing. Kirstie is planning to present the Feasibility Study at the 10/25/10 meeting. Marilynn will plan to attend that meeting as well to deliver an update on library finances.
- B. Chief School Administrator: Mike Ferrante – No report
- C. Friends of the Cranbury Public Library Representative: Marilynn Mullen

- D. Cranbury Public Library Foundation: Patty Thomsson
 - 1. There was a Foundation meeting today to review and finalize the website in order to go live with it in November.

10. TRUSTEE COMMITTEE REPORTS

- A. Personnel Committee: Kim Borden – No report
- B. Finance Committee: Patty Thomsson
 - 1. Between the reduction in the appropriation and the increase in the PERS contribution, the library will have a significant reduction (almost 6%) in funding for 2011.
 - 2. Greg Della Pia has completed the audit and Patty requested having it approved.
Motion to approve: Patty Second: Andre
Unanimously Approved
- C. Policy and Planning Committee: Pam Parseghian – No report
- D. Nomination and Election Committee: Hal Rourke
 - 1. Pam requested that Dave Cook be the Mayor's Representative for 2011. Dave accepted that nomination.
- E. Facilities Development Committee/Task Force: Kirstie Venanzi
 - 1. The committee met to discuss the Library Development Solutions report. The committee recommends that the report be accepted. Kirstie will present the Executive Summary at the 10/25/10 Township Committee meeting.
Motion to approve: Kirstie Second: Andre
Unanimously Approved
- F. Public Relations Committee: Charlene Vivian-Granville – No report

11. NEW BUSINESS

- A. Calendar for 2011
 - 1. BOT Meeting Dates
Motion to approve: David Second: Patty
Unanimously Approved
 - 2. Library Calendar
Motion to approve: Pam Second: Andre
Unanimously Approved
- B. Board Attorney Annual Contract
 - 1. Bertram Busch retained for 2011
Motion to approve: Andre Second: Hal
Unanimously Approved
- C. Progress Against Operational Goals 2010

12. CORRESPONDENCE

- A. Insurance form from Travelers to reissue the bond for the treasurer.
- B. Letter from the NJ State Library to notify the library of the funding for 2011.

13. CLOSED SESSION

BE IT RESOLVED that the Board of Trustees of the Cranbury Public Library meets in Closed Session to discuss employee compensation; and
BE IT FURTHER RESOLVED that the subjects discussed in Closed Session shall be made available to the public at such time as the need for confidentiality no longer exists.

IN - 9:20pm
Motion: Patty
Second: Charlene

OUT - 9:50pm
Motion: Kim
Second: Charlene

14. ADJOURNMENT AT 9:50pm

Respectfully submitted,
Kim Borden