

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
November 11, 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
Patricia Thomsson, Treasurer
Kim Borden, Secretary
David Fletcher, Trustee
Andre Mento, Trustee
Charlene Vivian-Granville, Trustee
Michael Ferrante, Chief School Administrator's Representative
Pam Parseghian, Mayor's Representative

Also present:

Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator

3. APPROVAL OF MINUTES

October 14, 2010 Regular Meeting *Approved*

4. TREASURER'S REPORT FOR OCTOBER 31, 2010: Patty Thomsson

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

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 presented the results of the feasibility study to the Township Committee on 10/25. Marilynn also updated the Township Committee on library finances.
- B. Review of "Annual Calendar of Events" for November and December – On-track

9. REPRESENTATIVE'S REPORTS

- A. Mayor's Representative: Pam Parseghian – No report
- B. Chief School Administrator: Mike Ferrante
 - 1. John Haney has resigned effective 12/1/2010. The school will have an interim CSA/Principal starting 12/1/2010 through the process of finding the new CSA/Principal for Cranbury School.
 - 2. The school bond was refinanced to bring the rate lower.
 - 3. The Board of Education will start teacher contract negotiations in April.
- C. Friends of the Cranbury Public Library Representative: Marilynn Mullen
 - 1. The Friends are seeking a Chairperson of Programs.
- D. Cranbury Public Library Foundation: Patty Thomsson
 - 1. The Foundation website is ready to go live.

10. TRUSTEE COMMITTEE REPORTS

A. Personnel Committee: Kim Borden

1. 2011 compensation will be discussed in Closed Session.

B. Finance Committee: Patty Thomsson

1. The library is changing auditors. The new auditor, Gerard Stankiewicz of Samuel Klein and Company, will charge \$4500 which covers the annual audit for 2010 to be completed by June of 2011.

Motion to approve: Patty Second: Pam

Unanimously Approved

C. Policy and Planning Committee: Pam Parseghian

1. The retreat is set for January, Saturday 22. Marilyn will reserve Meadow Lakes.

D. Nomination and Election Committee: Hal Rourke

1. Charlene Vivian-Granville will be the Secretary for 2011.

E. Facilities Development Committee/Task Force: Kirstie Venanzi

1. Kirstie requested that the Foundation start the capital campaign. The BOT agreed with making this request. This committee will now focus on finalizing the details of the new building.

F. Public Relations Committee: Charlene Vivian-Granville

1. Charlene demonstrated the todayslunchspecial.com website where the library is featured for free.

11. NEW BUSINESS

A. The December 8th Regular meeting is moved to December 14th due to BOT scheduling conflicts.

B. Resolution 2010-6 Interest Earned on Reserve Funds

Motion to approve: Charlene Second: Andre

Unanimously Approved

12. CORRESPONDENCE

A. 2010 Libraries of Middlesex Awards Reception notice.

B. Senior Breakfast Fellowship thank you letter.

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: Charlene

Second: Patty

OUT - 10:00pm

Motion: Kim

Second: Kirstie

14. ADJOURNMENT AT 10:00pm

Respectfully submitted,
Kim Borden