

**Cranbury Public Library Board of Trustees**  
**Meeting Minutes**  
**February 13, 2020 - 7:00 p.m.**  
**Gambino Room, Cranbury Public Library**

**1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT - 7:02 p.m.**  
Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Public Library as follows: December 16, 2019 notice for this meeting was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted in the Public Library.

**2. INTRODUCTION OF BOARD OF TRUSTEES –**

Kirstie S. Venanzi, President - present	Ira Negin - present
Andre Mento, Vice-President - present	David Carroll - present
Dave Fletcher, Treasurer - present	Fred Dennehy - absent
Matt Scott, Mayor-excused	Patty Thomsson, Secretary - present
Amy Dixon, Chief School Administrator's Representative	

Also present:  
Marilynn Mullen, Director - present  
CMA Inc. Staff: Tricia Roman, XXX and XXX - present  
Frank Marlowe, Foundation - absent

**3. CONSENT AGENDA:**

- A. Action on the minutes of the January 9 and 27 meetings
- B. Action on Bills List for month ending 01/31/2020

Motion to approve consent agenda: Andre M.      Second: Ira N.      Approved

**5. TREASURER'S REPORT:**

- A. Report - Budget and Operating Status as of 01/31/2020  
Dave F. explained that the overage of wages and salaries vs. budget for January is due to the three pay periods in the month.

**6. PRESIDENT'S REPORT: Kirstie Venanzi**

Kirstie reported that the Facilities team is hard at work on the bond application, which is planned for submission at the earliest date of March 9. Frank M. will convene a meeting on Feb 27, 5:30 pm for all who can attend to review the application content as prepared of that date. She also reported the Library Board is awaiting a resolution that is required from the Cranbury Township declaring the dedication of the land.

**7. DIRECTOR'S REPORT: Marilynn Mullen - see attached.**

Marilynn reported that the Cranbury Historical Society will now honor its Foundation pledge when the bond application is approved, not later at the time of ground-breaking.

**8. TECHNOLOGY SPECIALIST REPORT: Marilynn Mullen - see attached.**

**9. REPRESENTATIVES' REPORTS:**

- A. Mayor's report: Matt Scott – N/A
- B. Chief School Administrator's Representative: Amy Dixon – Update  
Robert Christopher will fulfill the remaining 2020 term of Evelyn Spann on the BOE.

**10. TRUSTEE COMMITTEE REPORTS**

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll -none
- B. Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin, David Carroll - none
- C. Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Patty Thomsson, Fred Dennehy - Retreat
- D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher, Matthew Scott – none
- E. Special - Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy - Committee will continue to apprise entire Board of application progress.
- F. Special – Public Relations Committee: Chair –Andre Mento, Amy Dixon, David Carroll, Patty Thomsson – see report from CMA

**11. OLD BUSINESS – none**

## **Cranbury Public Library Board of Trustees Meeting Minutes**

### **12. NEW BUSINESS**

- A. New Jersey Library Construction Bond Act - update given
- B. Public relations campaign presentation – see attached PowerPoint handout  
There was a lively discussion on the CMA presentation with a conclusive vote to retain the firm to conduct a “Social Media Marketing” campaign to begin no sooner than April 1.  
Motion to approve: Patty M. Second: Andre M. All approved
- C. Retreat – scheduled for Saturday, February 29 9am to noon, St. David’s Church, Meirs Hall,.
- D. Cranbury Library 2020 lease with Cranbury School  
No increase in rents. Lease signed .

### **13. CORRESPONDENCE - none**

### **14. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT - none**

### **15. CLOSED SESSION - None**

### **16. ADJOURNMENT – Motion to adjourn Andre M. Second: Ira N. Meeting adjourned 8:27pm**