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 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
   Andre Mento, Vice-President - present
   Dave Fletcher, Treasurer - present
   Matt Scott, Mayor-excused
   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 Venanz
   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
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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