1. **CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:32 p.m.**

   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 5, 2016, a notice for this meeting 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
   Andre Mento, Vice-President
   David Fletcher, Secretary/Treasurer - excused
   Laurel Quinn, Chief School Administrator’s Representative
   Dan Mulligan, Mayor’s Representative from the Township Committee - absent
   Lorraine Sedor, Trustee - excused
   Ira Negin, Trustee
   Robin Black, Trustee - excused
   Nancy Whitcraft, Trustee - excused
   Michele Gittings, 1st Alternate Trustee, Recording Secretary

   *Also Present:*
   Marilynn Mullen, Director

3. **APPROVAL OF MINUTES**

   A. May 11, & June 8, 2017 Regular Meeting
   June meeting minutes: Motion: Andre 2nd: Ira All were in favor. Approved.
   B. May meeting minutes – There was no quorum at June meeting to approve.
   Dave Fletcher had written and asked that the minutes be approved with the addition of: Dave had asked Dan Mulligan to look into having the payments moved forward.

4. **TREASURER’S REPORT: Dave Fletcher**

   A. Recommended action on Bills Lists for June 30, 2017
   Motion: Kirstie 2nd: Ira All were in favor. Approved.
   B. Report – Budget and operating status as of June 30, 2017

5. **DIRECTOR’S REPORT: Marilynn Mullen**

   Report included in folder.
   A. Per attached report.
   B. Laurel Quinn is moving in August and we will need a replacement for her on the board from the School Board. Everyone thanked Laurel for her service.
   C. Laurel will donate CD’s. Marilynn mentioned that Christmas CD’s are best.
   D. The new library construction plans went out to bid. An addendum went out today. 28 people have so far requested a bid package. Bids will be accepted July 26 when the public opening of the bids occurs.
   E. Rollout Plan – one area of discussion is the middle school area and whether the high school area should be combined with adults.
F. Marilynn discussed how LMxAC allows loans between participating libraries vs interlibrary loan. Also discussed the MURAL program.

G. Sophia Milner will present on how to make veggie curry.

6. YOUTH SERVICES LIBRARIAN’S REPORT: Marilynn Mullen
   Report included in folder.
   A. Per attached report.
   B. Summer debate club going well. 10 youth participants
   C. The children are really enjoying the Little Tykes library.

7. SYSTEMS ADMINISTRATOR’S REPORT: Marilynn Mullen
   Report included in folder.
   A. Per attached report.

8. PRESIDENT’S REPORT: Kirstie Venanzi
   A. Review “Annual Calendar of Events” – July, August
   B. Progress against Library Goals; Kirstie review of Trustee Manual is needed

9. REPRESENTATIVES’ REPORTS
   A. Mayor’s Representative: Dan Mulligan
      1. No report
   B. Chief School Administrator Representative: Laurel Quinn
      1. Graduation went well.
      2. Susan sent email to board saying that the library went out to bid.
   C. Cranbury Public Library Foundation: Kirstie Venanzi
      1. Goal to raise $50,000 by July 26, brick fundraiser is going well
      2. Around $150,000 to raise overall

10. TRUSTEE COMMITTEE REPORTS
    A. Personnel Committee: Lorraine and Kirstie
       No report.
    B. Finance Committee: David, Andre, Ira
       No report.
    C. Policy and Planning Committee: Ira, Kirstie, Michele
       1. Strategic plan revisions continue. Board chose what attachments to include in plan. Board of Trustees; History should be in attachment section; Roll out plan removed; Definition of committees left in; put online
       2. With proposed revisions, motion to accept strategic plan, Motion: Ira 2nd: Michele All were in favor. Approved.
       3. There will be a Township Committee meeting on August 14. Attendance is encouraged.
    D. Nomination and Election Committee: Andre, Nancy, Robin
       One alternate position open
    E. Special – Facilities Development Committee/Task Force: Kirstie,
       Andre, David, Michele
A. Kirstie, Marilynn, Michael, and Michele met with Jeff Forrest to review rain garden.
B. Meeting with Mark Berkowsky to prepare for bid openings on Tuesday, July 18

F. Special – Public Relations Committee: Lorraine, Nancy, Robin, Michele
A. Will look into a motto.

11. OLD BUSINESS
   A. Strategic plan revisions – covered in Policy and Planning

12. NEW BUSINESS
   A. Bid process for new library – need response 60 days after, bids are opened in public on July 26 at 11am in library
   B. Cranbury Day, September 9, we need ideas

13. CORRESPONDENCE
   A. Letter from lawyer on donation from estate of Donna Baumann

14. OPEN DISCUSSION PERIOD

15. CLOSED SESSION - None

16. ADJOURNMENT AT 8:47 p.m.
   Motion: Andre  2nd: Ira
   All were in favor.  Approved.

All reports and correspondence referred to in these minutes are attached to the original minutes filed in the office of the Executive Director.

Respectfully submitted,

Michele Gittings

#