

Cranbury Public Library

Board of Trustees

Meeting Minutes

November 8, 2018 - 7:30 p.m.

Gambino Room, Cranbury Public Library

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Public Library as follows:

Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Public Library as follows: Dec. 4, 2017 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 and Secretary - present

Dan Mulligan, Township Committee - present

Evelyn Spann, Chief School Administrator's Representative - absent

Robin Black - present

Michele Gittings – present

Ira Negin – present

Lorraine Sedor – present

Nancy Whitcraft - absent

Theresa Vaccaro – present, 7:40 p.m.

Also in attendance:

Marilynn Mullen, Director – present

Karen Callahan to represent the School Board (but not as a trustee)

Reports and minutes on file

4. APPROVAL OF MINUTES:

A. Review and action on the minutes of the October meeting

Moved: Andre Mento 2nd: Dave Fletcher Passed

5. TREASURER'S REPORT:

A. Recommended action on Bills List for month ending 10/31/2018

Moved: Dave Fletcher 2nd: Dan Mulligan Passed

B. Report - Budget and Operating Status as of 10/31/2018

6. DIRECTOR'S REPORT: Marilynn Mullen

A. Library Construction Bond – update

B. LMx Awards Reception: Pines Manor in Edison on Wednesday, December 5th, 2018, at 6pm.

7. YOUTH SERVICES LIBRARIAN'S REPORT: Marilynn Mullen

8. SYSTEM'S ADMINISTRATOR'S REPORT: Marilynn Mullen

9. PRESIDENT'S REPORT: Kirstie Venanzi

A. Review "Annual Calendar of Events" November, December

B. New Jersey Trustee Institute – 10/27/18 - Report

10. REPRESENTATIVES' REPORTS:

A. Mayor's report: Dan Mulligan

Waiting for draft regulations on the application

B. Chief School Administrator's Representative: Karen Callahan

School Board is working on their budget. The Facility Plan will be presented in December

C. Cranbury Public Library Foundation: Marilynn Mullen - Update

11. TRUSTEE COMMITTEE REPORTS:

A. Personnel: Chair–Lorraine Sedor, Kirstie Venanzi, Theresa Vaccaro

- Taking a look at the Director review process
- B. Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin
Will be reviewing 2019 Budget for presentation to the Board
- C. Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Michele Gittings, Theresa Vaccaro
Working on the Strategic Plan
- D. Nomination and Elections: Chair– Andre Mento
No report
- E. Special - Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Michele Gittings
Waiting for Maser and Acari and Iovino to finish work, drawing. Meeting to be scheduled.
- F. Special – Public Relations Committee: Chair –Nancy Whitcraft, Robin Black
No report

12. OLD BUSINESS

None

13. NEW BUSINESS

- A. Strategic plan – approval of update to the plan
Sent back to the Policy and Planning Committee after considering remarks and concerns from Karen Callahan and Board Members.
Moved: Andre Mento 2nd: Dan Milligan Passed: unanimous
- B. Change in format of agenda to include consent agenda and request for written reports from both the School Board representative and the Township Committee
Moved: Andre Mento 2nd: Dan Milligan Passed: unanimous

14. CORRESPONDENCE

None

15. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT

Marilynn Mullen proposed setting up automatic renewals and removing fines on overdue materials. Lost materials will still be charged. The Board thought this might be a good idea. Marilyn will look into it further and meet with the Policy Committee to discuss details.

16. ADJOURNMENT 9:10 p.m.

Respectfully submitted by Kirstie Venanzi