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. Marilynn 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