1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:35 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 - excused
   David Fletcher, Secretary/Treasurer - excused
   Richard Burke, 2nd Alternate Trustee - absent
   Laurel Quinn, Chief School Administrator’s Representative
   Dan Mulligan, Mayor’s Representative from the Township Committee - absent
   Lorraine Sedor, Trustee
   Ira Negin, Trustee
   Robin Black, Trustee - late
   Nancy Whitcraft, Trustee - absent
   Michele Gittings, 1st Alternate Trustee - late
   Also Present:
   Marilynn Mullen, Director
   Wendy Borg, Recording Secretary

3. APPROVAL OF MINUTES
   January 12, 2017 Regular Meeting
   Motion: Laurel 2nd: Michele
   All others were in favor. Approved.
   January 27, 2017 Retreat - amended
   Motion: Ira 2nd: Michele
   Laurel Quinn abstained.
   All others were in favor. Approved.

4. TREASURER’S REPORT:
   A. Recommended action on Bills Lists for January 31, 2017 and February 28, 2017
   Motion: Robin 2nd: Laurel
   All were in favor. Approved.

5. DIRECTOR’S REPORT: Marilynn Mullen
   Notes included in folder.
   A. LMxAC – considering joining the consortium for new facility.
   B. Auditor contract signed and begun in February.
   C. State report submitted.
   D. Staff planning meeting – discussed new program ideas and goals for 2017.
   E. Foundation – Donations of furniture from BMS including chairs, book shelves, filing cabinets, tables and desks were delivered and stored free of charge. Cranbury Press front page coverage.
   F. Brick campaign – bricks for sale for fundraising.

6. YOUTH AND OUTREACH SERVICES REPORT: Marilynn Mullen
   Notes included in folder.
   A. Children’s Book Week activities
   B. Partnering with Business Association for “Touch-a-Truck”
   C. 1000 Books Before Kindergarten is taking off
D. Programs to be scheduled: House selling; historic homes architect; music books written by editor of Cranbury Press; Revolutionary Tea
E. Upcoming programs – Foods and Flavors of Thailand; Alzheimer’s; Philatelic Society; Sushi

7. SYSTEMS ADMINISTRATOR’S REPORT: Marilynn Mullen
   Notes included in folder.
   A. Excel series
   B. Living in Space: Life on the ISS
   C. Joanne completing Notary training
   D. Spark Club! – STEM after school club
   E. Games League continues every week
   F. Monthly Four Seasons Tech talk
   G. Cranbury Chronicle article – “Great Non-Fiction for Technophiles”

8. PRESIDENT’S REPORT: Kirstie Venanzi
   Review “Annual Calendar of Events” – March, April
   Review annual report for release to state; Board of Trustees disclosure forms; finance committee budget check; quarterly attendance.

9. REPRESENTATIVES’ REPORTS
   A. Mayor’s Representative: Dan Mulligan
      No report.
   B. Chief School Administrator Representative: Laurel Quinn
      1. Contract negotiations with teachers begun; budget hearings
   C. Foundation: Kirstie

10. TRUSTEE COMMITTEE REPORTS
    A. Personnel Committee: Lorraine and Kirstie
       Marilynn’s annual review complete.
    B. Finance Committee: David, Andre, Ira
       No report.
    C. Policy and Planning Committee: Ira, Kirstie, Nancy
       No report.
    D. Nomination and Election Committee: Andre, Nancy, Robin
       No report.
    E. Special – Facilities Development Committee/Task Force: Kirstie, Andre, David, Michele
       No report.
    F. Special – Public Relations Committee: Lorraine, Nancy, Robin
       No report.

11. OLD BUSINESS – None

12. NEW BUSINESS
    A. Oath of Office
    B. Committee selections - completed
    C. March New Residents Reception – Invitations personally delivered
    D. Meeting Room policy – edits reviewed
    E. NJLA – draft resolutions

    Motion: Ira  2nd: Robin
    All others in favor.  Approved

14. OPEN DISCUSSION PERIOD – Bidding process; How and why people use library; Staff appreciation ideas

15. ADJOURNMENT AT 9:17 p.m.
    Motion: Robin  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,

Wendy W. Borg