

Cranbury Public Library Board of Trustees
Meeting Minutes
July 11, 2019 - 7:30 p.m.
Gambino Room, Cranbury Public Library

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

The meeting was called to order at 7:42 – late due to heavy rain.

Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Public Library as follows: December 20, 2018 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	Michele Gittings – present
Andre Mento, Vice-President – absent	Ira Negin– absent
Dave Fletcher, Treasurer and Secretary – absent	Lorraine Sedor – present
Dan Mulligan, Township Committee– absent	Michael Ferrante represented the Mayor
Evelyn Spann, Chief School Administrator’s Representative – present	

Also to be present:

Marilynn Mullen, Director - present
David Carroll, prospective Board Member

3. CONSENT AGENDA:

A. Action on the minutes of the June meeting

It was decided that “Prepared by” will replace “Transcribed by” at the end of the Minutes.
Section 9.F. Change “south west” to ‘rear”

Motion to Approve as amended: Evelyn Second: Michele Approved

B. Action on Bills List for month ending 6/30/2019

DigiFindIt service is for the online Cranbury Press.

Two checks were prewritten for July programs and will appear in July’s treasurer’s report.

Motion to pay bills: Kirstie Second: Lorraine Approved

4. TREASURER’S REPORT:

A. Report - Budget and Operating Status as of 6/30/2019

Dave reviewed the emailed report. As of June 30 the township was holding \$ 48,186.41of our yearly appropriation. The township check for the second quarter was received on July 9, 2019.

5. PRESIDENT’S REPORT: Kirstie Venanzi - attached

6. DIRECTOR’S REPORT: Marilynn Mullen – attached

Marilynn suggested that Dave Gallagher be present at the meeting with the school about the room switch.

Marilynn notified the Board that she will not be available on Cranbury Day. She suggested Cranbury Day highlight the open space around the new library by offering outdoor activities. Board Members agreed.

7. TECHNOLOGY SPECIALIST REPORT: Marilynn Mullen – attached

Jay is doing a good job on programming.

8. REPRESENTATIVES’ REPORTS:

A. Mayor’s report: Mike Ferrante - Update on deer management. Preparing for capital projects; Brickyard road is shut down for repaving this summer with state funds, Plainsboro Road draining, Petty Road repaving, and Brainerd Lake dredging project (esthetics only).

B. Chief School Administrator's Representative: Evelyn Spann - Update on door project. Evelyn will pass on the recommendation that Dave Gallagher participate in the room switch meeting. Amy Dixon may be new BOE representative. School office is on a 4 day/week schedule this summer. The School Board complimented the Library on its Strategic Plan and appreciates the positive comments of the relationship between the Boards.

C. Cranbury Public Library Foundation – Marilyn - none

9. TRUSTEE COMMITTEE REPORTS

A. Personnel: Chair–Lorraine Sedor, Kirstie Venanzi

Board should meet in closed session to go over the Director's review and Board comments.

B. Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin - none

C. Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Michele Gittings

Committee should look into the policy on fines for overdue items.

D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher, Dan Mulligan – see President's report

E. Special - Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Lorraine Sedor - none

F. Special – Public Relations Committee: Chair –Andre Mento, Michele Gittings, Evelyn Spann

It was noted and discussed that the date of the rendering was not added to the drawing before releasing the postcard mailing. The board agreed this was an oversight and should be corrected on future mailings and on the current renderings.

The committee will look into an information night for the public.

10. OLD BUSINESS - none

11. NEW BUSINESS

A. New Jersey Library Construction Bond Act

The draft regulations were distributed to the Board Members

B. Renderings

There are no renderings for the rear of the library. It was decided that the elevation document could be used on the website to show the rear of the library.

12. CORRESPONDENCE

Marilynn shared an email she received in regards to Trustee online training webinars. She will email a copy to Board Members. She suggested some of the "Short Takes" be viewed at Board Meetings to meet the state Trustee training requirements.

13. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT

Evelyn thanked everyone who contributed to the Trenton's Music Maker's book collection project.

David Carroll liked receiving the postcard update.

14. ADJOURNMENT

Move to adjourn at 8:49: Evelyn Second: Michele

Prepared by Marilyn Mullen

Respectfully submitted – David Fletcher, Secretary