

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES

September 14, 2017 – 7:30p.m.

Tom Gambino Room, Cranbury Public Library

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:34p.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 - present
Andre Mento, Vice-President - present
David Fletcher, Secretary/Treasurer - excused
Evelyn Spann, Chief School Administrator's Representative - present
Dan Mulligan, Mayor's Representative from the Township Committee - absent
Lorraine Sedor, Trustee - present
Ira Negin, Trustee - excused
Robin Black, Trustee - present
Nancy Whitcraft, Trustee - present
Michele Gittings, 1stAlternate Trustee, Acting Board Secretary - present

Also Present:

Marilynn Mullen, Director

3. APPROVAL OF MINUTES

A. August 10, 2017 Regular Meeting
Approved by consensus.

4. TREASURER'S REPORT: Dave Fletcher

- A. Recommended action on Bills Lists for month ending August 31, 2017.
All were in favor. Evelyn abstained. Approved.
- B. Report – Budget and operating status as of August 31, 2017
Periodicals might be up because they will no longer be paid monthly by credit card but paid yearly by check.

5. DIRECTOR'S REPORT: Marilynn Mullen

Report included in folder.
A. Nancy suggested putting information into emailed newsletter to educate about the ballot question, without advocacy.

6. YOUTH SERVICES LIBRARIAN'S REPORT: Marilynn Mullen

Report included in folder.

7. SYSTEMS ADMINISTRATOR'S REPORT: Marilynn Mullen

Report included in folder.

8. PRESIDENT'S REPORT: Kirstie Venanzi

Review "Annual Calendar of Events" – August, September

- A. Kirstie requested an attendance record for July through September from Michele.

9. **REPRESENTATIVES' REPORTS**

A. Mayor's Representative: Dan Mulligan

No report

B. Chief School Administrator Representative: Evelyn

- a. Enrollment is up 12 students overall.
- b. Reassured the Library Board that the School Board will allow the library to stay in the Cranbury School building.
- c. The School Board feels that the students are safe in the library and under great care when with public in all various venues.

C. Cranbury Public Library Foundation

- a. The Foundation is still selling bricks.
- b. The Foundation is waiting to see how NJ votes on the Library Bond Ballot question to determine how to proceed.

10. **TRUSTEE COMMITTEE REPORTS**

A. Personnel Committee: Lorraine and Kirstie

A closed session was held after the public portion of the meeting.

B. Finance Committee: David, Andre, Ira

No report

C. Policy and Planning Committee: Ira, Kirstie, Michele

No report

D. Nomination and Election Committee: Andre, Nancy, Robin

One alternate position open

E. Special – Facilities Development Committee/Task Force: Kirstie, Andre, David, Michele

F. Special – Public Relations Committee: Lorraine, Nancy, Robin, Michele

- a. A poster is being made to highlight what each township committee person is reading.

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11. **OLD BUSINESS**

None

12. **NEW BUSINESS**

Michele has agreed to continue as Board Secretary until further notice.

13. **CORRESPONDENCE**

The architect has offered to help us with an application for state aid if the library bond passes.

14. **OPEN DISCUSSION PERIOD**

- A. Kathy Cunningham needs dates for meetings for next year.

B. Marilyn will speak at a meeting with the Golden Agers this Saturday

15. **CLOSED SESSION**

A motion was made to end the public portion of the meeting and begin the closed session. Time: 8:34pm Evelyn recused herself for the closed session.

Motion: Kirstie 2nd: Nancy
All were in favor. Approved.

16. **ADJOURNMENT AT 8:59 p.m.**

Motion: Nancy 2nd: Lorraine
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