BOARD OF TRUSTEES  
CRANBURY PUBLIC LIBRARY  

REGULAR MEETING MINUTES  
October 9, 2014 – 7:30pm  
Tom Gambino Room, Cranbury Public Library  

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:30 pm  
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 4, 2013, a notice for all scheduled 2014 meetings 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  
Hal Rourke, Vice-President  
David Fletcher, Treasurer  
Richard Burke, Trustee - late  
Ashish Awasthi, Trustee - absent  
Andre Mento, Secretary - excused  
Chief School Administrator’s Representative- Ash Hadap  
Jane Holland  
Jay Taylor – Township Committee  
Also Present:  
Marilynn Mullen, Director  
Wendy Borg  
Jennifer Diamond  

3. APPROVAL OF MINUTES  
September 11, 2014 Regular Meeting  
Approved  

4. TREASURER’S REPORT FOR FEBRUARY 2014:  
A. Recommended action on Bills Lists for September 2014  
Motion: David  
2nd: Hal  
All others in favor.  
Approved.  
1. Balance sheet remains strong, $750,000 assets  
2. All expense categories are within budget except audiovisual for play away views for children  
B. Budget and Operating Status as of September 30, 2014  

5. DIRECTOR’S REPORT: Marilynn Mullen  
A. New library Q&A good attendance; architect did well  
B. Grand Pals being organized for third year again by Anne Gordon; will begin in January; need one more regular and subs
C. Baby Changing station – Dave Gallagher, head of Facilities at Cranbury School, is installing
D. Cookbook club starting in October
E. Movie Club starting in November
F. Kids Knit Club starting soon
G. Summer Challenge forms still coming in – 164 new supporters since June; 25 more needed to reach goal of 200.

6. **YOUTH AND OUTREACH SERVICES REPORT: Marilynn Mullen**
   
   A. “Towels for Owls” – partnering with kindergarten classes and Cranbury School Librarian Kelly Fusco
   B. Book Babies, Stay and Play, Second Saturday Story time, and Mega-tech Time continues
   C. Program on Impact of the Civil War on our area – Sept. 12
   D. Program – Tale of a Trail: The Reinhardt Preserve – Sept. 25
   E. Program – Keeping Brainerd Lake Clean – Rain Gardens – Oct. 4
   F. SLiC Informational Meeting – Oct. 8
   G. Teen Read Week – October 12-18 – “Turns Dreams into Reality” Career panel on October 14.
   H. Program – Paranormal – Oct. 20
   I. Cookbook Club – Oct. 21
   J. SLiC/Reading Buddies has begun. Joanne will be the new SLiC leader.
   K. Jan will read to BASC. Toddler Time growing in numbers.

7. **SYSTEMS ADMINISTRATOR’S REPORT: Marilynn Mullen**
   
   A. Joanne continues Four Season tech talks. Also writing a monthly technology article for the Cranbury Chronicle.
   B. Joanne attended the Library User Experience Virtual conference
   C. Joanne participated in webinar on technology tools for libraries.
   D. Mega Tech time with teens
   E. Staff lunch and learn
   F. Book-a-Librarian

8. **PRESIDENT’S REPORT: Kirstie Venanzi**
   
   A. Review “Annual Calendar of Events” October and November
      1. October - Nomination and Election Committee – nominations for replacements. Personnel Committee issues Board of Director evaluation; Secretary submits quarterly attendance report
      2. November – Director salary reviewed
   B. Equalized valuation in Cranbury has decreased. Mr. Taylor explained this is because of the decreased value of the warehouses east of Route 130.
9. **REPRESENTATIVE’S REPORTS**  
A. Mayor’s Representative: Jay Taylor  
   1. Dam railings will be replaced in November. The road should be done by end of October  
B. Chief School Administrator Representative: Ash Hadap  
   1. 513 current students is an increase from 2013 school year.  
   2. Snow removal service has been approved for the winter.  
   3. School board elections have been moved to November. The budget does not need a vote because it will not increase by more than 2%.  
C. Foundation: Kirstie  
   1. Q&A evening session was successful.  
   2. Campaign committee will continue to solicit large donations.  

10. **TRUSTEE COMMITTEE REPORTS**  
A. Personnel Committee: Hal Rourke and Jane Holland  
   No report.  
B. Finance Committee: David Fletcher, Andre Mento, Kirstie Venanzi, Ashish Awasthi  
   No report.  
C. Policy and Planning Committee: Jane Holland and Ashish Awasthi  
   No report.  
D. Nomination and Election Committee: Hal Rourke, Andre Mento, Richard Burke  
   - Jennifer Diamond is interested in being a Trustee.  
E. Special - Facilities Development Committee/Task Force: Kirstie Venanzi, Andre Mento, David Fletcher  
   - The Facility Committee will meet to discuss giving the Architect the go-ahead for more detailed drawings.  
F. Public Relations Committee: Andre Mento, Hal Rourke and Richard Burke  
   1. Mr. Burke suggested that Marilynn become visible in the community. She does attend Porchfest and speaks at community group meetings.  
   2. Mr. Burke also suggested a free consultation by a technology expert for the website.  

11. **OLD BUSINESS**  
None  

12. **NEW BUSINESS**  
A. 2015 Calendar – Marilynn created a draft of openings, closings and hours. Mrs. Holland suggested closing on Jewish holidays. Tabled until November meeting.  
B. NJLA Policy and Planning Forum – Marilynn summarized legislative initiatives. She noted that this year, taxpayers can donate to support libraries on their income tax forms.
C. Trustee Institute - Richard attended this training and shared some of the Keynote speaker’s advice on building a new library.
D. BOT meeting dates 2015 tabled.

13. CORRESPONDENCE
A. The township clerk requested recommendations for open seats.

14. OPEN DISCUSSION PERIOD
Discussion on fine fees and social media.

15. ADJOURNMENT AT 8:54 pm
Motion: Dave 2nd: Hal

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