

1. Marilyn reported that a celebration will be held for library staff and board members; foundation members, GrandPals, student volunteers, The Lions Club, Historical and Preservation Society, Board of Education, and the Township Committee.
2. April 16, 7:00 – 9:00 p.m.
3. Beth Anne Kafasis - 20 years of service
Kathy Lehr- 10 years of service
Friends of Public Library – 20 years of service
4. Recognition and generating enthusiasm

- C. Friends of Public Library – struggling to bring in board members to run the organization; will take a hiatus; will still support Museum Passes, summer reading, and TumbleBooks
- D. State report has been submitted and the certification mailed in
- E. Staff met with architect
- F. Bites for Books at Teddy's was successful last Monday
- G. McCaffery's receipt program brought in \$168.
- H. Upcoming program on genealogy – need registrations
- I. Upcoming program – Morningstar webinar on Successful Retirement
- J. Fundraiser – Digitizing photos
- K. Marilyn Vacation – April 23 – May 6 – Joann will do books;
- L. Circulation -Adult books down, children up, total books higher, videos down

6. **YOUTH AND OUTREACH SERVICES REPORT: Marilyn Mullen**

Toddler story time is going well. Registrations needed for Second Saturday

7. **SYSTEMS ADMINISTRATOR'S REPORT: Marilyn Mullen**

- A. Joann finished the high school fiction categorization; still working at Four Seasons doing Tech Talks; social media group for parents may continue
- B. Teen Tech Week now
- C. Facebook "likes" and "shares" are on the rise

8. **PRESIDENT'S REPORT: Kirstie Venanzi**

- A. Review of "Annual Calendar of Events" for March and April.
- B. Jane will run the April meeting because Kirstie will be absent.

9. **REPRESENTATIVE'S REPORTS**

- A. Mayor's Representative: Jay Taylor
No report.
- B. Chief School Administrator Representative: Kevin Fox
No report.
- C. Friends of the Cranbury Public Library: Marilyn Mullen – see Director's report
- D. Foundation: Kirstie
 1. Cold calls and follow up calls

2. Teddy's – 2nd fundraiser was successful
3. Met with Board of Education – Kirstie presented the benefits and implications for the school of a new separate public library. This document was approved by the BOE.
4. Many meetings have been held
5. Goal is to raise \$600K by June to total \$2M

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
Director is presenting Annual Report to the Township Committee on March 24.
- D. Nomination and Election Committee: Hal Rourke, Andre Mento, and Richard Burke
No report.
- E. Special - Facilities Development Committee/Task Force: Kirstie Venanzi, Andre Mento, David Fletcher
Meeting on Tuesday night
- F. Public Relations Committee: Andre Mento, Hal Rourke and Richard Burke
Meeting – Richard reported there is a need for a vision of the future for people to buy into the future. He suggested a campaign around the "Retro" motif for an element of fun. Jane noted activities are needed to raise awareness. Ideas include setting up an activity on the actual site of the future library - movie night, petting zoo, flash reading mob, Read Out.

11. **OLD BUSINESS**

- A. PTO (Personal Time Off) – Marilyn presented a report of staff hours budgeted and actual. Ashish suggested PTO is offered for between 22-24 hours, at the Director's discretion. Marilyn will update the employee manual to reflect this. Policy Committee will review the policy on the carry over of PTO.

12. **NEW BUSINESS**

- A. Library Board orientation
- B. Election of officer – Secretary
- C. Selection of committees
- D. Architect bill - \$3,000 – Anthony Iovino – will be paid out of planning and development

13. **CORRESPONDENCE**

- A. Thank you letter for program on digital photo books

- B. Trustee cards
- C. Thank you card from school on Read Across America participation
- D. Letter from patron – Discussion of several frequent patrons with unusual behavior in library. Marilyn will contact police for advisement.

14. **OPEN DISCUSSION PERIOD**

15. **CLOSED SESSION**

- A. Compensation discussion – No discussion.

16. **ADJOURNMENT AT 9:20 pm**

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