

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES

April 10, 2014 – 7:30pm
Tom Gambino Room, Cranbury Public Library

1. **CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:37pm**
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 - excused
Hal Rourke, Vice-President
David Fletcher, Treasurer - excused
Richard Burke, Trustee - excused
Ashish Awasthi, Trustee - absent
Andre Mento, Trustee
Kevin Fox, Chief School Administrator's Representative - absent
Jane Holland
Jay Taylor – Township Committee
Also Present:
Marilynn Mullen, Director
Wendy Borg

3. **APPROVAL OF MINUTES**
March 13, 2014 Regular Meeting
TABLED
Approved as is:
Motion: 2nd:

4. **TREASURER'S REPORT FOR MARCH 2014:**
 - A. Recommended action on Bills Lists for March 2014
TABLED
Motion: 2nd:
 - B. Budget and Operating Status as of March 31, 2014
 1. Marilynn reviewed the detail of the statement of revenues and expenses. One new item is Play Away Views.

5. **DIRECTOR'S REPORT: Marilynn Mullen**
 - A. Marilynn and Kirstie presented the annual report to the Township Committee on March 24. It was well received.
 - B. Marilynn wrote a letter of support for the Environmental Commission's application for a grant for a rain garden.

- C. Staff continues to be cross-trained.
 - D. Friends will continue to support programs
 - E. Marilyn will be on vacation April 23-May 6
6. **YOUTH AND OUTREACH SERVICES REPORT: Marilyn Mullen**
- A. One story time this month had 19 attendees
 - B. 99 Frogs Wake Up program this Saturday
7. **SYSTEMS ADMINISTRATOR'S REPORT: Marilyn Mullen**
- A. Speed dating at Monroe – Joann – she is working on the tech plan for the next five years
 - B. Genealogy program this month
 - C. Roebling foundation program
8. **PRESIDENT'S REPORT: Jane Holland**
- A. NJ Library Trustees Conference – May
 - B. Board Secretary needs to submit an attendance record
9. **REPRESENTATIVE'S REPORTS**
- A. Mayor's Representative: Jay Taylor
 - 1. Dam repair is on schedule
 - 2. Downtown beautification is slated to be complete in May
 - 3. Budget approved on April 7
 - B. Chief School Administrator Representative: Kevin Fox
No report.
 - C. Foundation
 - 1. Next Bites for Books is May 12
-Last one Teddy's donated \$230
 - 2. McCaffrey's - \$83 donated for March
 - 3. Amazon Smile – purchase through this to benefit Foundation
 - 4. Still talking to lots of people – two meetings a week
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, and Richard Burke
No report.
 - E. Special - Facilities Development Committee/Task Force: Kirstie Venanzi, Andre Mento, David Fletcher

1. Marilyn had meeting with architects – parking lot will be at the end of Park Place
- F. Public Relations Committee: Andre Mento, Hal Rourke and Richard Burke
 1. Meeting April 26 at Teddy's, 8:00 a.m.
 2. Proposed Read Out end of July – people come and read outside with blankets; areas of new library mapped out on ground; idea to involve Gil and Bert's and Bagel Barn

11. **OLD BUSINESS**

- A. Staff Appreciation Event – April 16, 7:00 p.m.
 1. gift for Beth Anne for 20 years
 2. baskets of flowers for gifts
 3. large cake
 4. Board will bring finger desserts
 5. appreciation for volunteers and staff

12. **NEW BUSINESS**

TABLED

- A. Library Board orientation
- B. Election of officer – Secretary
- C. Selection of committees

13. **CORRESPONDENCE**

None

14. **OPEN DISCUSSION PERIOD**

- A. Marilyn spoke with Police about a couple patrons who have been of concern. The police have opened two files. One patron had been detained in town and now has a restraining order and cannot come to the library until he has been given a clean bill of health. The Police emphasized to call them with any concerns.

15. **ADJOURNMENT AT 8:42 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