1. **CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 5:30 p.m.**
   Pursuant to Section 5 of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Library Director on January 19, 2017 to as follows: Cranbury Press, Home News Tribune, and Township Clerk and posted in the Public Library.

2. **INTRODUCTION OF BOARD OF TRUSTEES**
   Kirstie Venanzi, President
   Andre Mento, Vice President - excused
   David Fletcher, Secretary/Treasurer
   Dan Mulligan, Trustee - absent
   Laurel Quinn, Trustee - excused
   Robin Black, Trustee
   Ira Nagin, Trustee
   Lorraine Sedor, Trustee
   Nancy Whitcraft, Trustee
   Michele Gittings, Alternate Trustee
   Richard Burke, Alternate Trustee - excused

   *Also Present:*
   Marilynn Mullen, Director of Cranbury Public Library
   Michael Ferrante, Cranbury Library Foundation
   Wendy Borg, Secretary

3. **WELCOME – Kirstie Venanzi**

4. **REVIEW of 2016 Operational Goals and set 2017 Goals – Marilynn Mullen**
   Marilynn took suggestions for edits to Operational Goals for 2017.
   Discussion on the tax equalization and its implications on the library’s appropriation from the township funds. All agreed it is difficult to maintain payroll of staff and hours operation of the library when the tax equalization causes fluctuations in funding. Mr. Ferrante suggested that the board communicate with the township about this issue when the new library opens.

5. **REVIEW of 2016 Board Goals and Board Goals for 2017 – Kirstie Venanzi**
Board Goals were slightly revised. See attached. Discussion on reinstitution of the Friends; any effects of the new federal administration; the articulation of the vision of the new library within the community; suggestions for more interaction and support of staff.

6. **STRATEGIC PLANS REVIEW - Kirstie Venanzi**
   Edited. See attached. Further changes needed to mission statement and Strategic Priorities by sub-committees.

7. **1st Quarter PR and March 31 reception – Michael Ferrante**
   - Maker’s Day March 25
   - Bike-a-thon in Heritage Park
   - Reception for new 2016 residents of Cranbury to promote library – Friday, March 31 at the library; organized by Nancy and Robin

8. **Foundation 2017 Goals and PR**
   - $430,000 raised in 2016
   - Site plan approved
   - $235,000 left to raise in 2017
   - Goals - contact 200 households that haven’t been contacted; 100 new donors; additional monies from 76 current donors; bring small donors up to $1,000
   - Several Foundation members charged with $40,000 fundraising goal, others have $22,000 goal.
   - Named the “Champion” phase
   - Within the margin of error of cost of project
   - Going out to bid in February; receive bid back in March; open in public meeting; 60 days to accept the bid

9. **Discussion and retreat summary – Kirstie Venanzi**

10. **ADJOURNMENT AT 8:23 p.m.**
    Motion: Robin        2nd: Kirstie
    All were in favor.    Motion carried.

All reports and correspondence referred to in these minutes are attached to the original minutes filed in the office of the Director.

Respectfully submitted,

*Wendy W. Borg*