

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES

October 13, 2016 – 7:30pm

Tom Gambino Room, Cranbury Public Library

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:30 p.m.

Pursuant to Section 5 of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Library Director as follows: December 1, 2015, 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
Andre Mento, Vice-President
David Fletcher, Secretary/Treasurer - excused
Richard Burke, Trustee
Laurel Quinn, Chief School Administrator's Representative - excused
Dave Cook, Mayor's Representative from the Township Committee
Lorraine Sedor, Trustee
Ira Negin, Trustee
Robin Black, Trustee - excused
Nancy Whitcraft, Alternate Trustee
Also Present:
Marilynn Mullen, Director
Wendy Borg, Recording Secretary
Residents – Prospect, Bunker Hill, Plainsboro Roads

3. APPROVAL OF MINUTES

September 8, 2016	Regular Meeting
Motion: Andre	2 nd : Ira
All were in favor.	Approved.

4. TREASURER'S REPORT:

A. Recommended action on Bills Lists for September 30, 2016
Motion: Andre 2nd: Ira
All were in favor. Approved.

B. Budget and Operating Status as of September 30, 2016

5. DIRECTOR'S REPORT: Marilynn Mullen

Notes included in folder.

- A. Planning Board – Sept. 15 – Final approval delayed until further engineering analysis can be completed on the proposed location of library and parking lot in regards to the vista at the end of Park Place West.
- B. Attended Township Committee meeting to communicate about Planning Board's decision
- C. Held planning session with Board and interested parties on Oct. 3. Agreement on the new location of library and parking lot as designed by neighbor and local architect Bill Gittings, pending easement review and Township Committee input.
- D. Oct. 6 meeting with Maser Consulting, Township Planner, Engineer and Traffic Consultant for input on new site plan. Maser now redoing site design for next Planning Board meeting Oct. 20.
- E. First Constitution Bank has agreed to waive any early withdrawal penalties on the Foundation's CDs.
- F. Discussions on how to communicate with parents of Cranbury School students about library programs now that the school has moved from paper and online newsletter communications to email.

6. YOUTH AND OUTREACH SERVICES REPORT: Marilynn Mullen

Notes included in folder.

- A. Lindbergh program attended by 54 people.
- B. Upcoming programs – Storytime at CPNS and Cranbury Montessori; Coloring; Nature Makers; After School crafts; EC - Environmental Resource Inventory; AARP Driver's Course; South of France; Toddler Stay and Play continues on Fridays
- C. Reading Buddies/SLiC on hold due to low sign up

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

Notes included in folder.

- A. Spark Club! – STEM after school club
- B. Internet Safety for Seniors
- C. Games League continues every week

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

- A. Review "Annual Calendar of Events" – October, November

October - Review positions on boards, Personnel Committee needs to meet
November – review nominees; progress against goals submitted; Personnel Committee to issue Director's review

- B. Report on Planning Board meeting 9/15/2016

At the September meeting, 52 people attended. A group asked for a different site design, including moving the parking lot. The Planning Board wanted to listen to their ideas. New planning meeting scheduled for October 20. Another meeting held with Township Engineer and other professionals on drawing detail. More costs involved in re-engineering (\$15 – 20,000) with Maser, specifically the parking lot on top of water lines.

9. **REPRESENTATIVES' REPORTS**

A. Mayor's Representative: David Cook

Affordable Housing being constructed on Route 130 at 130D site.

New business - drone manufacturer with commercial applications coming to east side of Route 130.

Demolition started on Hagerty site.

B. Chief School Administrator Representative: Laurel Quinn

No report.

C. Foundation: Kirstie

See notes in Director's report.

10. **TRUSTEE COMMITTEE REPORTS**

A. Personnel Committee: Lorraine, Kirstie, Andre

No report.

B. Finance Committee: David, Andre, Ira

No report.

C. Policy and Planning Committee: Ira and Kirstie

No report.

D. Nomination and Election Committee: Andre and Richard

No report.

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

No report.

F. Special - Public Relations Committee: Andre, Richard, Lorraine

No report.

11. **OLD BUSINESS - None**

12. **NEW BUSINESS**

A. Candidates for Township Committee – recess to Candidate's Night

Motion: Kirstie 2nd: Andre

All were in favor. Approved.

B. Calendar for 2017 – Meeting dates proposed. Continue at second Thursday of the month at 7:30 p.m.

2017 Holiday Schedule.

Motion: Rick 2nd: Ira

All were in favor. Approved.

13. **CORRESPONDENCE - None**

14. **OPEN DISCUSSION PERIOD**

School lease – School has been notified; agreed to month-to-month; school would like library to move out at the end of a school year. Physical building will take six-nine months to construct.

New library site plan designed by Bill Gittings - Neighbors from Prospect, Bunker Hill and Park Place

Kirstie reported to the neighbors that the Library's engineers were OK with constructing parking lot on the water line easement. Engineers OK with above ground detention basin/rain garden planned for the south side of the building. Board waiting for more info from Maser Engineer; Planning Board meeting on Oct. 20th; then revisit Township Committee to discuss new site plan.

15. **ADJOURNMENT AT 8:55 p.m.**

Motion: Andre 2nd: Ira
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,

Wendy W. Borg