1. **CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:35 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 – (late 7:35)  
   David Fletcher, Secretary/Treasurer  
   Richard Burke, Trustee – (late 8:07)  
   Laurel Quinn, Chief School Administrator’s Representative  
   Dave Cook, Mayor’s Representative from the Township Committee  
   Lorraine Sedor, Trustee  
   Ira Negin, Trustee  
   Robin Black, Trustee  
   Nancy Whitcraft, Alternate Trustee  
   Also Present:  
   Marilynn Mullen, Director  
   Wendy Borg, Recording Secretary

3. **APPROVAL OF MINUTES**  
   April 14, 2016  
   Regular Meeting  
   Motion: David  
   2nd: Ira  
   All were in favor. Approved.

   February 26, 2016 Retreat Minutes  
   Motion: Robin  
   2nd: Laurel  
   All were in favor. Approved.

4. **TREASURER’S REPORT: David Fletcher**  
   A. Recommended action on Bills Lists for April 30, 2016  
   Motion: David  
   2nd: Ira  
   All were in favor. Approved.

   B. Budget and Operating Status as of April 30, 2016  
   Balance sheet remains strong because of healthy reserve.

5. **DIRECTOR’S REPORT: Marilynn Mullen**  
   Notes included in folder.  
   A. National Library Week  
      1. Open House successful – double the regular Saturday attendance  
      2. 110 people took survey; survey comments being reviewed; 80-90% of patrons were satisfied with assistance from staff, and with collections and materials.  
   B. Jigsaw puzzle and games available now near magazine rack; patrons need to request game pieces.  
   C. Adult coloring program to begin  
   D. Presentation planned for June 7th on 21st century library  
   E. Programs planned through July  
   F. 53 donations in memory of Karen Moutenot raised over $7,000  
   G. Foundation Federal 990 form prepared and mailed  
   H. Township Work session meeting to discuss future public parking lot west end of Park Place. Township passed a resolution for conditional support of a new lot.
6. **YOUTH AND OUTREACH SERVICES REPORT: Marilynn Mullen**
   Notes included in folder.
   A. Children’s Book Week – Estimation Stations
   B. Color Me Calm – two sessions
   C. CPNS classes will tour library
   D. Cooking the Farmer’s Market event with live cooking demos in July
   E. Grand Pals winding down
   F. Summer Reading begins June 23

7. **SYSTEMS ADMINISTRATOR’S REPORT: Marilynn Mullen**
   Notes included in folder.
   A. Cranbury Gamers League on Wednesdays after school
   B. Upcoming programs – social media academy
   C. Article for Cranbury Chronicle – Instagram

8. **PRESIDENT’S REPORT: Kirstie Venanzi**
   A. Review “Annual Calendar of Events” – May, June
      Renew contract with auditor.
   B. Township Committee meeting - Resolution for Conditional Support for a new municipal parking lot at the west end of Park Place.
      Dave Cook explained the Township resolution about the new parking lot - the CPL Foundation needs to raise the $3.2 million to construct the new building and be able to prove to the Township Committee that it will be able to operate the new building within the limits of its annual municipal appropriation; the Township will provide up to $475,000 for site plan prep and will budget for it. This amount also includes collateral costs such as drainage, sewer, water, landscaping, lights, utilities, sidewalks and curbs.
      Discussion on support from Township Committee – David stated that he cannot understand why the Township Committee appears to be reluctant to do more to publicly support the new library and the Foundation’s efforts to raise funds. He asked if a letter in support could be written; Dave Cook offered to take a draft back to the Township Committee.
   C. Facility Committee – Additional $5,600 for code revisions; cost savings change to design; engineering costs associated about $7,000
      1. Kirstie asked for authorization for necessary expenditures of $20,000 – Board agreed.

9. **REPRESENTATIVES’ REPORTS**
   **A. Mayor’s Representative: David Cook**
   1. Downtown Beautification almost complete with street lights being installed on North Main Street.
   2. Hagerty/Cheney redevelopment may begin in July.
   3. Paul’s Auto purchased by town – 90 affordable units planned with pedestrian access to Bennett Lane – ingress/egress from Route 130
   4. Dunkin Donuts may be coming to Cranbury on Route 130
   **B. Chief School Administrator Representative: Laurel Quinn**
   No report from Laurel.
   1. Kirstie reported on a discussion with the Planning Board on road extension from Park Place West through field, past the tennis courts, out to school parking lot
   2. Also a discussion on how school students will walk to the library from the school
   **C. Foundation: Kirstie**
   See notes in Director’s report.
   1. Mailing planned soon; will include donor list and letter from Dr. Bartoletti

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
        Working on strategic plan.
D. Nomination and Election Committee: Andre and Richard
   No report.
E. Special - Facilities Development Committee/Task Force: Kirstie, Andre, David
   See notes above.
F. Special - Public Relations Committee: Andre, Richard, Lorraine
   No report.

11. OLD BUSINESS - None

12. NEW BUSINESS
   A. Facility Committee – authorization to approve necessary expenditures, up to $20,000
      See notes above.
   B. Strategic Plan – revision discussion
      1. Kirstie and Ira presented two strategic priorities and details of each; some edits made
      a. Priority 1: Successful conclusion of capital campaign and breaking ground by end of
         2016 – discussion of sign announcing future site of library – township legal advisors
         said it cannot be placed yet.
      b. Priority 2: Open new public library/community center in 2017
      c. Alternative plan: Should be created but not put in Strategic Plan
   C. Drug Free Fair and Memorial Day Parade
      1. CPL will not attend Fair this year - last year some people were unhappy with stickers
         for new library.
      2. Parade – Nancy will organize the parade float

13. CORRESPONDENCE
   A. Cranbury Business Association letter about “Second Fridays” starting again. Library may
      host speed dating with a book.
   B. Cranbury Day application – Spot reserved.

14. OPEN DISCUSSION PERIOD
   Discussion on support from Cranbury School

15. ADJOURNMENT AT 9:20 p.m.
    Motion: Kirstie 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