1. **CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT AT 7:30pm**  
   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, 2010, a notice for all scheduled 2011 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  
   Hal Rourke, Vice-President  
   Patricia Thomsson, Treasurer  
   Charlene Vivian-Granville, Secretary  
   David Fletcher, Trustee  
   Michael Ferrante, Chief School Administrator’s Representative  
   Dave Mauger, Mayor’s Representative  
   Also present:  
   Marilynn Mullen, Director  
   Jan Nash Murphy, Youth and Outreach Services Librarian

3. **APPROVAL OF MINUTES**  
   February 10, 2011 Regular Meeting Approved

4. **TREASURER’S REPORT FOR DECEMBER 31, 2010:** Patty Thomsson  
   A. Action on February Bills List Motion: David Fletcher, 2nd: Hal Rourke Approved  
   B. Budget and Operating Status as of 2/28/11  
      1. First bill to be paid to Janice Roddenbury.  
      2. Audio Circuit Consortium has been disbanded, and we have extra funds from the consortium (about $530) for audio books.

5. **DIRECTOR’S REPORT:** Marilynn Mullen

6. **YOUTH AND OUTREACH SERVICES REPORT:** Jan Nash Murphy

7. **SYSTEMS ADMINISTRATOR’S REPORT:** Doug Baldwin via email

8. **PRESIDENT’S REPORT:** Kirstie Venanzi  
   A. Remarks  
      1. The Board of Trustees Retreat was a success.  
         a. Kirstie Venanzi requested that as many Board of Trustee members attend as possible.  
         b. Kirstie Venanzi will present the answers to the Mayor’s request for operating costs for a new building.
B. Review of “Annual Calendar of Events” for March and April - On Track
   1. Marilynn Mullen will ask Kathy Cunningham if all BOT need to submit Financial Disclosure Forms.

9. REPRESENTATIVE’S REPORTS
   A. Mayor’s Representative: Dave Mauger – No report
   B. Chief School Administrator: Michael Ferrante - No report
      1. Marilynn Mullen would like to meet with Carol Malouf and the Chief of Police about the Security Drills to clarify the requirements for evacuations.
      2. We need to formally review our security plan and have it reviewed as well and have it signed off by the school and the Chief of Police. Motion: Patricia Thommson, 2nd: Dave Mauger Approved
   C. Friends of the Cranbury Public Library Representative: Marilynn Mullen
      1. The Friends had a meeting this past Monday to review the vacant positions that will be filled for the 2011-2012 year. The Friends still need Publicity and Fundraising Chairs.
      2. The Friends will be advertising their membership drive at the upcoming program on March 25th, TimeLine New Jersey.
      3. There is now a broader membership.
   D. Cranbury Public Library Foundation: Patricia Thomsson
      1. The Case for Support was updated after input from the Board of Trustees at the Retreat.
      2. Some citizens of Town have been requested to be on steering committee.
      3. We received a sizable donation by a Cranbury Resident.

10. TRUSTEE COMMITTEE REPORTS
   A. Personnel Committee: Kim Borden - No report
   B. Finance Committee: Patty Thomsson
      1. A few things will be wrapped up with the non-profit status.
   C. Policy and Planning Committee: Kim Borden via Kirstie Venanzi
      1. A Committee Meeting will be called soon.
   D. Nomination and Election Committee: Hal Rourke - No report
   E. Facilities Development Committee/Task Force: Kirstie Venanzi
      1. Kirstie Venanzi will contact KSS Architects about setting up a meeting to review the Concept Library.
      2. The New Jersey State Library has a new format about Strategic Plans with supporting documentation.
   F. Public Relations Committee: Andre Mento – No report

11. OLD BUSINESS
   A. None

12. NEW BUSINESS
   A. Staff Appreciation
      1. Friday, April 8, 2011, 5:30pm - Patricia Thommson’s House
      2. A signup sheet for food was sent around.
   B. Library Board Goals 2011
      Motion to approve: Charlene Vivian-Granville Second: Hal Rourke
      Abstain: Dave Mauger Approved
   C. Foundation’s Case Statement
      Motion to approve: Michael Ferrante Second: Patricia Thommson
      Opposed: Dave Mauger Approved
D. Powerpoint Presentation - Dave Mauger
   1. Dave Mauger does not know if we need a new building to have a library of the future. We have a great mission and a lot of great goals.
   2. News and media is changing. How do we change our service and the facility in which we deliver it?
   3. How do we build connections, instead of collections?
   4. We have a wealth of information on our website. Could we manage the Township’s website as a way of funneling residents to our website/programming/mission?

E. Board Retreat Minutes - March 5, 2011  Approved

13. CORRESPONDENCE
   A. New Jersey Library Trustee Association membership cards were distributed to Board of Trustee members.
   B. Letter from Joan Henry about the disbursal of the remaining funds from the Audiobook Circuit to CPL of $538.72.

14. OPEN DISCUSSION PERIOD - none

15. ADJOURNMENT AT 9:32pm

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,

Charlene Vivian-Granville