

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

Regular Meeting Minutes

**Thursday, August 11, 2011, 7:30 P.M.
Gambino Meeting Room, Cranbury Public Library**

**1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH
OPEN PUBLIC**

MEETINGS ACT *Kirstie Venanzi called the meeting to order at 7:30 p.m.
and made the following announcement:*

Pursuant to provisions 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 this meeting was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted in the Public Library.

2. INTRODUCTION OF BOARD OF TRUSTEES – roll call, Kirstie Venanzi

Kirstie S. Venanzi, President - present

Hal Rourke, Vice-President - present

Kim Borden, Secretary (excused)

Patricia Thomsson, Treasurer- present

Michael Ferrante, Chief School Administrator's Representative - present

Dave Mauger, Mayor's Representative - present

Andre Mento - present

Charlene Vivian-Granville (excused)

David A. Fletcher (excused)

Also present:

Marilynn Mullen, Director-present

Douglas Baldwin, Systems Administrator-present

Jan Murphy, Youth Services Librarian (excused)

James Fahey (Vice President of the Friends)

3. APPROVAL OF MINUTES – Kirstie Venanzi

July 14, 2011 Regular Meeting, *Approved*

4. TREASURER'S REPORT FOR JUNE 30, 2011: Patricia Thomsson

A. Action on Bills List *Approved*

B. Budget and Operating Status as of 7/31/11

6. DIRECTOR'S REPORT: Marilynn Mullen

In addition to the report, Marilynn mentioned that she is in the process of finalizing the updated written safety procedures. Jean Negin will start next week.

7. YOUTH SERVICES LIBRARIAN'S REPORT: Marilynn Mullen

8. SYSTEM'S ADMINISTRATOR'S REPORT: Douglas Baldwin

9. PRESIDENT'S REPORT: Kirstie Venanzi

A. Report on presentations to township boards, large boards used in presentations were shown to the board.

B. Review "Annual Calendar of Events" August, September – on track.

10. REPRESENTATIVES' REPORTS:

A. Mayor's Rep.: Dave Mauger - Update – no report

B. Chief School Administrator's Representative: Michael Ferrante – Update-

Susan Genco is settling into her job. She will be looking into formal Cranbury School signage for outside school office, including new library signage. Michael Ferrante mentioned that the phrase "Dismiss to the library" is no longer used.

C. Friends of Cranbury Public Library: Marilyn Mullen – Update

Book sale on Cranbury Day September 10, 2011. The Friends have a theme this year of Heroes and will not only have a great poster featuring our firemen and their favorite books, but will have books on heroes featured. Lorraine Sedor is asking for some volunteers from our board to assist during the House Tour Luncheon October 15th. is coordinating this effort. Marilyn will e-mail the board to find out who can help.

James Fahey mentioned that the Friends is sponsoring a program on September 24th called Cranbury School ten years later

D. Cranbury Public Library Foundation: Patricia Thomsson – Update

Patricia Thomsson and Marilyn Mullen continue to present the case for support to Library and Foundation Board members. The goal is to announce at our cultivation events that we have had meaningful contributions from the boards. Eleven donor cultivation events have been scheduled for the fall. A brochure has been designed to be distributed at the events. Solicitation training has been scheduled for the remaining members of the Foundation Board. Goal for first year is 1.5 million.

11. TRUSTEE COMMITTEE REPORTS:

A. Personnel: Chair– Kim Borden, Charlene Vivian-Granville, Hal Rourke – no report

B. Finance: Chair- Patricia Thomsson, Andre Mento, Kirstie Venanzi, Dave Mauger – no formal report, audit is underway.

C. Policy and Planning: Chair– Kim Borden, Hal Rourke, Kirstie Venanzi
Committee will be reviewing the Safety, Security and emergency policies and procedures in September.

Marilynn has been updating current numbers, and some procedures in advance of this meeting.

The meeting room "regulations regarding use and care of our Meeting Space" will also be reviewed at that time.

D. Nomination and Elections: Chair– Hal Rourke, Andre Mento. Board members are urged to recommend candidates. Candidates will need to furnish a resume to Hal as soon as possible.

E. Special - Facilities Development/Task Force: Chair – Kirstie Venanzi, Charlene Vivian-Granville, Andre Mento, David Fletcher – no report.

F. Special – Public Relations Committee: Chair –Andre Mento, David A. Fletcher, Charlene Vivian-Granville, Hal Rourke – no report.

12. OLD BUSINESS -none

13. NEW BUSINESS-none

14. CORRESPONDENCE-

Marilynn Mullen received Correspondence from the State Library in regards to the settlement of a class action suit. Salton, Inc./George Forman Grills Anti-Trust Settlement Grant Program for Public Library Health-related collections allowed the Cranbury Public Library to receive \$130.34. Marilyn has bought

health related books for our collection. Copy of the memorandum of understanding is on file with these minutes.

15. OPEN DISCUSSION PERIOD-

1-In the news this past week, forwarded on to board members by Dave Mauger, Monroe Township is purchasing Ipads for their schools. We discussed the advantages to having technologies available to students and how one must look at the cost/benefit ratio. We discussed how our library stresses the service behind the gadget, not just the new technology.

2-Michael Ferrante mentioned that the Cranbury Fest did not have much online promotion this year. We discussed the challenge to promote events and the online opportunities.

3- After school children are patrons of the public library; each year Marilyn Mullen, Jan Murphy, and Doug Baldwin address their use of the library. It is an opportunity to serve our community.

16. ADJOURNMENT time: Kirstie Venanzi adjourned the meeting at 8:57 p.m.

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

Respectively submitted,
Kirstie S. Venanzi