BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY

REGULAR MEETING MINUTES
February 10, 2011 – 7:30 pm
Tom Gambino Room, Cranbury Public Library

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
   Kim Borden, Trustee
   David Fletcher, Trustee
   Andre Mento, Trustee
   Michael Ferrante, Chief School Administrator’s Representative - excused
   Dave Mauger, Mayor’s Representative - excused
   Also present:
   Marilynn Mullen, Director
   Jan Nash Murphy, Youth and Outreach Services Librarian

3. APPROVAL OF MINUTES
   January 13, 2011  Regular Meeting Approved

4. TREASURER’S REPORT FOR JANUARY 31, 2011: Patty Thomsson
   A. Action on Bills List for January 2011 Approved
   B. Budget and Operating Status as of 1/31/11
      1. We are running a deficit first quarter until we get payment from the Township.

5. DIRECTOR’S REPORT: Marilynn Mullen

6. YOUTH AND OUTREACH SERVICES REPORT: Jan Nash Murphy

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

8. PRESIDENT’S REPORT: Kirstie Venanzi
   A. March 14th Township Committee Meeting will have Marilynn Mullen presenting our Annual Report. Board members are requested to attend.
   B. Case Statement Committee on the Foundation Board.
      1. Has been formed.
      2. Meetings have been planned.
   C. Review of “Annual Calendar of Events” for January and February – On-track

9. REPRESENTATIVE’S REPORTS
   A. Mayor’s Representative: Dave Mauger via email
      1. Dave Mauger requested that Marilynn Mullen share with the Board the results of her budget presentation to Township Committee with the rest of the Board of Trustees.
      2. Dave Mauger also requested that Marilynn Mullen plan to share the library’s annual report with Township Committee on March 14th at their meeting.

   B. Chief School Administrator: Michael Ferrante via email
      1. Anything we would like to report to the School Board, please let him know.
She asked if perhaps the issues brought up in both of these would make good starting points for discussion between the two boards. One point in particular mentions school library’s space requirements, but the space is being double counted.

C. Friends of the Cranbury Public Library Representative: Marilynn Mullen
1. Friends approved a budget for 2011.
2. Friends are looking for additional members for the Friends, especially for some key positions.
3. Lorraine Sedor was appointed as Hospitality Chair of the Friends, who is now working on the House Tour luncheon.
4. The Friends added many new books to the CPL collection from The Book Worm.

D. Cranbury Public Library Foundation: Patricia Thomsson
1. The CPL Foundation has begun its work with Janice Roddenbury, the consultant.
2. The Case Statement committee has been formed.
3. Meetings have been scheduled to generate ideas.

10. TRUSTEE COMMITTEE REPORTS
A. Personnel Committee: Kim Borden – no report
B. Finance Committee: Patty Thomsson
   1. New auditor is in place.
C. Policy and Planning Committee: Kim Borden
   1. Retreat agenda to be discussed.
   2. Someone from the Case Statement Committee will present the Case Statement at the Retreat.
   3. The Foundation Board will be invited.
D. Nomination and Election Committee: Hal Rourke – no report
E. Facilities Development Committee/Task Force: Kirstie Venanzi – no report
F. Public Relations Committee: Andre Mento – no report

11. OLD BUSINESS
A. Case Statement Committee - discussed in 9B
B. Retreat – March 5, 2011 - discussed in 10C

12. NEW BUSINESS – none

13. OPEN DISCUSSION
A. Concept Library floor plan.
   1. How will the different community groups be addressed in terms of the new space?
      a. The new library space will serve as a center of the community, as a community living room, with interior spaces serving all community groups flexibly, but not dedicating any space for any particular group.
      b. There is concern from the Mayor and some other community members about the operating costs of the new space. Kirstie Venanzi will ask KSS Architects for an estimate on operating costs based on the building materials.

14. CORRESPONDENCE - none

15. ADJOURNMENT AT 8:41pm

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