

5. **DIRECTOR'S REPORT: Marilyn Mullen**
 - A. Marilyn reported that the school is now open on Martin Luther King Day on January 20th due to an earlier snow closing. The library is scheduled to be closed on this national holiday. Marilyn suggested the library stay open, and Good Friday be a paid holiday instead. Approved:
Motion: Dave 2nd: Hal
 - B. Marilyn requested any changes to the Trustee list be emailed to her.
 - C. McCaffrey's receipt program – New staff will keep track as long as it doesn't become a burdensome task.
 - D. Staff evaluations completed.
 - E. Book Sale at the Grounds for Sculpture on Jan. 25 at 11:30 a.m.
 - F. Commendation from a patron that she can find books at CPL that she can't find elsewhere.
 - G. Issued 146 new library cards in 2013. 26 more adult programs were held in 2013.
 - H. Copies totaled over 28,000 in 2013 by one person. Highest day topped 300 copies. Andre concerned with wear and tear on printer. Rick suggested printer downtime. Marilyn suggested in the future perhaps a print copy limit. If staff becomes concerned with the behavior of this patron, the Board will address this further.

6. **YOUTH AND OUTREACH SERVICES REPORT: Jan Murphy**
 - A. Jan would like to visit other schools.
 - B. Robotics program almost full.
 - C. Jan has started organizing the summer program.
 - D. Coding programs were successful and well received.

7. **SYSTEMS ADMINISTRATOR'S REPORT**
Channel 3 is now listing CPL information.

8. **PRESIDENT'S REPORT: Kirstie Venanzi**
 - A. Review of "Annual Calendar of Events" for January and February.
 - B. February Annual Retreat to set goals for year.

9. **REPRESENTATIVE'S REPORTS**
 - A. Mayor's Representative:
No report.
 - B. Chief School Administrator Representative: Kevin Fox - excused
 - C. Friends of the Cranbury Public Library: Marilyn Mullen
See director's report.
 - D. Foundation: Kirstie
No report.

10. **TRUSTEE COMMITTEE REPORTS**
- A. Personnel Committee: Hal Rourke
No report.
 - B. Finance Committee: David Fletcher
No report.
 - C. Policy and Planning Committee: Jane Holland
No report.
Kirstie will touch base with Jane on the retreat.
 - D. Nomination and Election Committee: Hal Rourke
Seeking new members for the Board.
 - E. Facilities Development Committee/Task Force: Kirstie Venanzi
 - 1. Board awarded contract for architectural design to Arcari Iovino. KSS will continue to work with the Board on a professional basis. Mark Berkowsky working on the contract. Hal suggested Rick be involved in this going forward.
 - 2. Marilyn notified the other firms who were not awarded.
 - 3. Next step is meeting with Principal Anthony Iovino to create the drawings.
 - F. Public Relations Committee: Andre Mento
No report.
11. **OLD BUSINESS**
- A. PTO (Personal Time Off) Policy discussion tabled until next month.
12. **NEW BUSINESS**
- A. Richard Burke was sworn in as Trustee.
 - B. Election of secretary is tabled until February
 - C. Selection of committees tabled.
13. **CORRESPONDENCE**
- A. See Director's Report.
 - B. Letter from Jan thanking for the Christmas dinner and continued support.
14. **OPEN DISCUSSION PERIOD**
- A. Marilyn suggested team-building activities at the annual Staff Appreciation dinner, such as a sport or charades.
 - B. Foundation reported another \$1000 pledge to the capital campaign.
 - C. Meeting upcoming with Dr. Susan Genco concerning new library location.
 - D. Teddy's offering 20% donation for dinner patrons who mention "Bites for Books" between 4:00 and 7:00 p.m. on Monday, January 13, 2014.
15. **CLOSED SESSION** – None

16. **ADJOURNMENT AT 8:41 pm**

Richard Burke left meeting at 8:20 and there was no longer a quorum. Work session followed.

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

Respectfully submitted,

Wendy W. Borg