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: November 29, 2011, a notice for all scheduled 2012 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
   David Fletcher, Treasurer
   Charlene Vivian-Granville, Secretary
   Ashish Awasthi, Trustee - excused
   MariCris McDowell, Trustee
   Andre Mento, Trustee
   Michael Ferrante, Chief School Administrator’s Representative
   Jane Holland, Mayor’s Representative - absent
   Also present:
   Marilynn Mullen, Director
   Douglas Baldwin, Systems Administrator

3. APPROVAL OF MINUTES
   October 11, 2012  Regular Meeting  Approved

4. TREASURER’S REPORT FOR OCTOBER 31, 2012:  David Fletcher
   A. Action on Bills List for October 2012  Approved
   B. Budget and Operating Status as of 10/31/12

5. DIRECTOR’S REPORT:  Marilynn Mullen

6. YOUTH AND OUTREACH SERVICES REPORT:  Jan Nash Murphy

7. SYSTEMS ADMINISTRATOR’S REPORT:  Doug Baldwin

8. PRESIDENT’S REPORT:  Kirstie Venanzi
   A. The Forum held at the library on October 22 was well attended with interesting questions.
   B. Review of “Annual Calendar of Events” for November and December
      1. Many items are pending because the Township appropriation is uncertain and our budget cannot be built.
      2. February 2, 2013 is the tentative date for the Board Retreat at Meadow Lakes in Hightstown.
9. REPRESENTATIVE’S REPORTS
   A. Mayor’s Representative: Jane Holland - No report
   B. Chief School Administrator: Michael Ferrante
      1. The school was closed five days last week due to the hurricane. Two days this
         week that would normally be closed for the Teachers’ Convention (to be held in
         Atlantic City, which was strongly affected) were given back by the teachers so that
         school could be resumed.
   C. Friends of the Cranbury Public Library Representative: Marilynn Mullen
      1. The Friends’ Meeting was canceled this week due to the hurricane.
   D. Cranbury Public Library Foundation: David Fletcher
      1. The Foundation had a cultivation event at the Witt’s house was well-received.
      2. The Foundation is continuing on its fundraising efforts.

10. TRUSTEE COMMITTEE REPORTS
    A. Personnel Committee: Charlene Vivian-Granville
       1. Charlene just compiled the Board’s reviews of Marilynn and thanks the Board for
          their participation and input.
       2. The Committee's meetings have been postponed because the Township is unable to
          give the library the amount of the 2013 appropriation. Committee meetings to
          discuss compensation will take place in the future.
    B. Finance Committee: David Fletcher
       1. The Finance Committee will be meeting to work on the budget in a couple weeks
          after (hopefully) some numbers will received from the Township.
    C. Policy and Planning Committee: Kirstie Venanzi
       1. Now that the date has been determined for the Board Retreat, the framework and
          agenda will be determined.
    D. Nomination and Election Committee: Hal Rourke – No report
    E. Facilities Development Committee/Task Force: Kirstie Venanzi
       1. We are waiting for some additional drawings from KSS Architects.
       2. The Committee will be meeting to get further information about building from a
          contact of the Witt’s.
    F. Public Relations Committee: Andre Mento
       1. The PR Committee will be meeting with the potential filmmakers about the PR film
          that was discussed at last month’s Board Meeting.

11. OLD BUSINESS
    A. None

12. NEW BUSINESS
    A. Calendars
       1. The Board of Trustees 2013 Meeting dates were approved by consensus.
       2. The December Board Meeting will be Tuesday, December 11th at 7:30pm. This
          meeting date has changed due to a conflict with a school function.
    B. The Lion’s Club asked the Library host a box to collect coats for the victims of
       Hurricane Sandy. The Lion’s also has a disaster fund and would like to help out a local
       family who has been affected. Please let Andre know if you know of anyone.

13. CORRESPONDENCE
    A. None

14. OPEN DISCUSSION PERIOD
    A. None
15. **CLOSED SESSION** - Staff Compensation
   
   **BE IT RESOLVED** that the Board of Trustees of the Cranbury Public Library meets in Closed Session to discuss employee compensation; and
   
   **BE IT FURTHER RESOLVED** that the subjects discussed in Closed Session shall be made available to the public at such time as the need for confidentiality no longer exists.
   
   IN - 8:46pm
   Motion: Charlene
   Second: Michael
   Vote: Unanimous
   
   OUT - 9:30pm
   Motion: Andre
   Second: David
   Vote: Unanimous
   
16. **ADJOURNMENT AT 9:30pm**

   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*