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: on November 9, 2012, a change of date notice for the December meeting and on December 6, 2012, a room change notice 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
MariCris McDowell, Trustee
Andre Mento, Trustee - absent
Michael Ferrante, Chief School Administrator’s Representative
Jane Holland, Mayor’s Representative
Also present:
Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator

3. APPROVAL OF MINUTES
November 8, 2012 Regular Meeting Approved

4. TREASURER’S REPORT FOR NOVEMBER 30, 2012: David Fletcher
A. Action on Bills List for November 2012 Approved
B. Budget and Operating Status as of 11/30/12

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. Kirstie asked the Board to consult an attorney about having the Foundation be the body that would be responsible for the construction of the new building.
1. Motion: for Kirstie to consult an attorney to determine whether the Foundation could be in charge of the bidding process in the construction of the building.
   Motion to approve: Michael Second: Jane
B. Review of “Annual Calendar of Events” for September and October
   1. We are delaying our approval of staff compensation and budget until we have our appropriation from the Township.
9. REPRESENTATIVE’S REPORTS
   A. Mayor’s Representative: Jane Holland
      1. Storm cleanup is still ongoing, but is self-sufficient.
      2. Mayor Cook is most likely not going to run for Mayor at the Township’s reorganization meeting in January.
   B. Chief School Administrator: Michael Ferrante
      1. Kirstie would like Michael to ask Dr. Genco when the meeting with the library would be.
      2. On January 31, the Municipal Alliance is sponsoring the George Street Playhouse, which will be putting on a play for the Middle School students and offered for the library to house the materials that will accompany the play.
   C. Friends of the Cranbury Public Library Representative: Marilynn Mullen
      1. There was no December meeting.
   D. Cranbury Public Library Foundation: David Fletcher
      1. April 7 will be the kickoff along with two cultivation events in the New Year.
      2. There was some interest expressed about the library at the table at the annual Holiday Pancake Breakfast.

10. TRUSTEE COMMITTEE REPORTS
    A. Personnel Committee: Charlene Vivian-Granville
       1. On hold until the Township appropriation is determined.
    B. Finance Committee: David Fletcher
       1. The Finance Committee is working on the budget with different scenarios based on the possible appropriation from the Township.
    C. Policy and Planning Committee: Kirstie Venanzi
       1. Options for the agenda for the Board Retreat were discussed.
          a. A Public Relations expert that David knows will be contacted to speak.
          b. Sam Venanzi, who will be working on the PR video for the library, will also be invited.
    D. Nomination and Election Committee: Hal Rourke – No report
       1. MariCris will be starting as Secretary in January; the rest of the officers will remain the same.
    E. Facilities Development Committee/Task Force: Kirstie Venanzi
       1. The Facilities Committee needs to meet; no report at this time.
    F. Public Relations Committee: Charlene Vivian-Granville for Andre Mento
       1. The PR Committee met with Sam Venanzi during November about ideas for and producing the short PR video.

11. OLD BUSINESS
    A. None

12. NEW BUSINESS
    A. None

13. CORRESPONDENCE
    A. A Thank You note was received from Kirstie Venanzi for the nomination by Marilynn for Trustee of the Year.
    B. A letter from Literacy Program of New Jersey sent a Thank You for the donation sent by the library to their cause/program.
    C. The Hamilton Township Public Library sent a flyer to CPL about a sing-a-long this weekend; donations received will benefit those affected by Sandy.
14. OPEN DISCUSSION PERIOD

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 - 8:33 pm
   Motion: Michael
   Second:  David
   Vote: Unanimous

   OUT - 9:22pm
   Motion:  David
   Second:  Ashish
   Vote: Unanimous

16. ADJOURNMENT AT 9:22pm

   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