BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY

REGULAR MEETING MINUTES
July 12, 2012 – 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: 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
   MariCris McDowell, Trustee
   Andre Mento, Trustee
   Michael Ferrante, Chief School Administrator’s Representative - excused
   Jane Holland, Mayor’s Representative
   Also present: 
   Marilynn Mullen, Director
   Douglas Baldwin, Systems Administrator

3. APPROVAL OF MINUTES
   June 14, 2012  Regular Meeting  Approved

4. TREASURER’S REPORT FOR JUNE 30, 2012:  David Fletcher
   A. Action on Bills List for June 2012  Approved
   B. Budget and Operating Status as of 6/30/12

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 will speak at The Women’s Club general meeting in October about the future of the library.
   B. Review of “Annual Calendar of Events” for July and August – On-track

9. REPRESENTATIVE’S REPORTS
   A. Mayor’s Representative:  Jane Holland
      1. Jane talked to the Mayor about CPL having a permanent sign on the corner of Main Street.  Jay Taylor is on the sign committee and would be the contact person.
      2. The current “sandwich board” signs for the organizations are grandfathered.
   B. Chief School Administrator:  Michael Ferrante - No Report
   C. Friends of the Cranbury Public Library Representative:  Marilynn Mullen - No Report
D. Cranbury Public Library Foundation: Kirstie Venanzi
1. There is an interim fundraising goal of $150,000 by October.
2. The corporate Capital Campaign will be launching soon.
3. There will be an event at the end of September.
4. New drawings are underway.

10. TRUSTEE COMMITTEE REPORTS
A. Personnel Committee: Charlene Vivian-Granville – No Report
B. Finance Committee: David Fletcher – No Report
C. Policy and Planning Committee: Kirstie Venanzi – No report
   1. Doug is drafting a social media policy to be reviewed by the Policy and Planning
      Committee.
   2. Kirstie asked the Policy and Planning Committee to look into and discuss a public
      forum about the new library.
D. Nomination and Election Committee: Hal Rourke – No report
E. Facilities Development Committee/Task Force: Kirstie Venanzi
   1. Kirstie has spoken with Merilee Meacock about new drawings. One of our earlier
      versions had a gabled roof. There is a cost of $2000-3000 to make new drawings.
      This could come out of CPL Capital Expense Account.
   2. Expenses of up to $3000 to go ahead with new drawings.
      
      Motion to approve: David  Second: Charlene  Approved
   3. Audrey Smith, Roi Taylor, and Betty Wagner are getting information together about
      how much space the Historic Society will need in the new library.
F. Public Relations Committee: Andre Mento – No report

11. OLD BUSINESS
A. Marilynn’s Progress Against Goals
   1. Kirstie commended Marilynn and the staff for all the hard work.

12. NEW BUSINESS
A. Jon Goldstein - Lions’ Fundraiser: The Lions’ Club will have a fundraiser on Cranbury
   Day of a Duck Race (little rubber ducks). The ducks will be on sale at the library, area
   businesses and at the tables on Cranbury Day.
B. When you buy a duck, the person gets a ticket with the duck’s number.
C. They will be raced at the spillway.
D. Proceeds of the fundraiser will go to the CPL Foundation.
E. There is a new Lions’ Eyeglass Box, but it does not have a sign. CPL would like a key
   to check the box for any returned books. Andre gave Marilynn a Lions’ Club contact.

13. CORRESPONDENCE
A. Through the website, a request came in about patrons bringing in coffee. Doug
   responded about our new coffee program.

14. OPEN DISCUSSION PERIOD

15. ADJOURNMENT AT 8:48 pm

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