

**BOARD OF TRUSTEES
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES
March 8, 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 (absent)
MariCris McDowell, Trustee
Andre Mento, Trustee
Michael Ferrante, Chief School Administrator's Representative
Jane Holland, Mayor's Representative (excused)

Also present:

Marilynn Mullen, Director
Douglas Baldwin, Systems Administrator
Jan Nash Murphy, Youth and Outreach Services Librarian

3. APPROVAL OF MINUTES

February 9, 2012 Regular Meeting *Approved*

4. TREASURER'S REPORT FOR FEBRUARY 29, 2012: David Fletcher

- A. Action on Bills List for February 2012 *Approved*
- B. Budget and Operating Status as of 2/29/12
 - 1. Group Insurance is over budget, and probably will be all year, as the bills are coming in higher.
 - a. Money will be coming back due to employee contributions.

5. DIRECTOR'S REPORT: Marilyn Mullen

- A. The NEW Journal, mentioned in Marilyn's report will be mailed to each member of the communities served, East and West Windsor, as well as Cranbury. It is very article driven, with human interest stories.
- B. Jan and Marilyn also participated in Read Across America by reading to a Cranbury School class.

6. YOUTH AND OUTREACH SERVICES REPORT: Jan Nash Murphy

- A. On the day of the craft show, kids can come in and get a craft.
- B. Jan has secured SLiC leaders for next year. There will be a tutoring program run by them, including computer tutoring (i.e. learning how to program for gaming).

7. SYSTEMS ADMINISTRATOR'S REPORT: Doug Baldwin

8. PRESIDENT'S REPORT: Kirstie Venanzi

- A. NJLTA Legislative Updates: Clarification A3971: Donations to a library cannot go back to a township as an overage.
- B. The Governor's Budget for the State Library is flat.
- C. Review of "Annual Calendar of Events" for March and April
 - 1. Marilyn will find out when the Township will be sending out the annual financial statements to be done by
 - 2. The Township Committee will be presenting the Township's Budget on Monday, March 26th at 7:00 p.m. Kirstie is encouraging as many Library Board of Trustees to attend as possible.
 - 2. Talking points to the public: Our budget is down 3%, we kept our personnel costs flat, we had to cut programming.

9. REPRESENTATIVE'S REPORTS

- A. Mayor's Representative: Jane Holland through Charlene Vivian-Granville
 - 1. Jane spoke with Mayor Cook. He will look into her report that Township staff says bulletin board is damaged and "unsafe." He sees no reason why it cannot be repaired and used by the library.
 - 2. He will also check into our continued use of the A-frame sign on Main Street.
- B. Chief School Administrator: Michael Ferrante
 - 1. School Budget presentation will be on Tuesday, March 27th at 7:00 p.m.
 - a. The budget will be increased by 1%.
 - b. The meeting will be a joint Township Committee/School Board meeting so that the Township Committee can hear the residents' comments.
 - c. The School Budget Vote will be Tuesday, April 17th.
 - d. State Aid continues to fluctuate.
 - 2. Smooth sailing with Dr. Genco.
 - 3. Five candidates for three slots.
- C. Friends of the Cranbury Public Library Representative: Marilyn Mullen
 - 1. The quarterly mailing will go out at the end of this month. Marilyn is working with the Friends' on the content.
 - 2. Pam Hirsch, VP of Government and Community Affairs of the new Princeton University Hospital, will be presenting at the Friends' Annual Meeting.
- D. Cranbury Public Library Foundation: Marilyn Mullen
 - 1. Donor money has been coming in from pledges.
 - 2. A statement from the Township Committee in support of the Foundation's fundraising efforts.

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
 - 1. The committee met and made recommendations in the Board's Strategic Plan.
 - 2. Discussion took place about planning public forums about the ideas for the new library.
 - 3. The committee will be looking at an indemnification clause.
 - 4. Ideas about having a new type of non-resident library card for seniors in nearby communities.
 - 5. Marilyn is working on wording for the retirement policy as recommended by the auditor.

