

**BOARD OF TRUSTEES  
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES  
May 10, 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 - excused  
Hal Rourke, Vice-President - excused  
David Fletcher, Treasurer - excused  
Charlene Vivian-Granville, Secretary  
Ashish Awasthi, Trustee  
MariCris McDowell, Trustee  
Andre Mento, Trustee - acting President  
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**

April 12, 2012          Regular Meeting          *Approved*

**4. TREASURER'S REPORT FOR APRIL 30, 2012:** Marilyn Mullen for David Fletcher

- A. Action on Bills List for April 2012          *Approved*
- B. Budget and Operating Status as of 4/30/12

**5. DIRECTOR'S REPORT:** Marilyn Mullen

- A. The coffee trial will begin soon. Marilyn will determine what the cost per cup will be, and how the money will be collected.

**6. YOUTH AND OUTREACH SERVICES REPORT:** Jan Nash Murphy

**7. SYSTEMS ADMINISTRATOR'S REPORT:** Doug Baldwin

**8. PRESIDENT'S REPORT:** Andre Mento for Kirstie Venanzi

- A. Review of "Annual Calendar of Events" for May and June – On-track

**9. REPRESENTATIVE'S REPORTS**

- A. Mayor's Representative: Jane Holland
  - 1. The Township created a subcommittee to review the proposed resolution written by David Nissen (see 12C below) to ensure the Township has no fiscal liability. Voting may take place at a meeting in June.
  - 2. The sign in front of Town Hall has wood that is rotting.
    - a. A suggestion by Township Committee was that the library could sponsor the

- repair.
  - b. The Township Committee may choose to take it down as the Committee does not wish to bear the expense.
- B. Chief School Administrator: Michael Ferrante
1. The new board has met with Bill Schraudenbach leaving the board, and Karen Callahan joining.
  2. Daniel Kennedy-Moore's Eagle Project of the table and bench outside the library was modified by Dr. Genco, and will now be in one of the school's courtyards.
  3. Princeton High School was voted by U.S. News & World Report as one of the top ten in the state of New Jersey.
- C. Friends of the Cranbury Public Library Representative: Marilyn Mullen
1. The Friends' are sponsoring the incentives for the summer reading program.
  2. The Friends' may also sponsor the new service/product TumbleBooks.
- D. Cranbury Public Library Foundation: Marilyn Mullen for David Fletcher
1. The Foundation Meeting will be this coming Monday.
  2. Janice Roddenbury is working with the top five prospects from each Foundation member.
  3. Profits from the recent author book signing by Betsey Norland were donated to the Foundation.

## 10. TRUSTEE COMMITTEE REPORTS

- A. Personnel Committee: Charlene Vivian-Granville – No report
- B. Finance Committee: David Fletcher – No report
- C. Policy and Planning Committee: Marilyn Mullen and Jane Holland
1. New wording to add to the employee personnel policy manual: "Upon retirement, employees are not entitled to medical and dental coverage."  
*Motion to approve:* Charlene                      *Second:* Michael
  2. Indemnification - see the Director's Report
  3. Proposal of change in Circulation Policy: Non-resident seniors over the age of 62 may purchase a membership to Cranbury Public Library at \$25, which is half the usual cost of a non-resident membership.  
*Motion to approve:* Michael                      *Second:* Jane
- D. Nomination and Election Committee: Hal Rourke – No report
- E. Facilities Development Committee/Task Force: Kirstie Venanzi – No report
- F. Public Relations Committee: Andre Mento – No report

## 11. OLD BUSINESS

- A. Library vision: Kirstie has asked that Board members keep the vision statement handy and memorized in order to address from the public.

## 12. NEW BUSINESS

- A. Drug Free Fair – May 19<sup>th</sup>
1. SLiC will be manning the table.
  2. A craft will be available for kids to write their wish for a new library; the star ties in with the Summer Reading Program "Dream Big... Read."
- B. Memorial Day Parade May 28<sup>th</sup>. Kirstie will e-mail details to all.
1. Frank Marlowe will be driving the truck.
  2. Will have banners.
  3. All invited to walk: Friends, Foundation, Staff and Library Board.

- C. The resolution authored by David Nissen was sent to the Township Committee. The Township created a subcommittee to review the proposed resolution written by David Nissen to ensure the Township has no fiscal liability. Voting may take place at a meeting in June.

**13. CORRESPONDENCE**

- A. The township administrator sent an email to Marilyn indicating that the Township may need to increase the library finance fee for administering the payroll and benefits for 2013.

**14. OPEN DISCUSSION PERIOD**

**15. ADJOURNMENT AT 9:15pm**

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*