

**BOARD OF TRUSTEES  
CRANBURY PUBLIC LIBRARY**

REGULAR MEETING MINUTES

April 8, 2010 – 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: December 15, 2009, a notice for all scheduled 2010 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  
Patricia Thomsson, Treasurer  
Kim Borden, Secretary  
David Fletcher, Trustee  
Andre Mento, Trustee  
Charlene Vivian-Granville, Trustee  
Julie Hardaker, Chief School Administrator and FCPL Representative  
Pam Parseghian, Mayor's Representative

Also present:

Marilynn Mullen, Director  
Douglas Baldwin, Systems Administrator  
Jan Murphy, Youth Services and Community Outreach Librarian  
Dave Cook, Township Committee Member

**3. APPROVAL OF MINUTES**

March 11, 2010	Regular Meeting	<i>Approved as Amended</i>
March 23, 2010	Special Meeting	<i>Approved</i>

**4. TREASURER'S REPORT FOR MARCH 31, 2010:** Patty Thomsson

- A. Action on Bills List *Approved*
- B. Budget and Operating Status as of 3/31/10
  - 1. The 2010 budget has been finalized.
  - 2. The PERS payment for 2009 has been made.

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

**6. YOUTH SERVICES LIBRARIAN'S REPORT:** Jan Murphy

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

**8. PRESIDENT'S REPORT**

- A. Remarks
  - 1. Kirstie will be presenting the 2010 budget on Monday, April 12 at the Township Committee meeting.
  - 2. On Tuesday, April 13 there is a Planning Board meeting regarding revisions to the Master Plan.
  - 3. At the Township Committee meeting on April 26 Marilyn will be presenting her annual report.

- B. Review of "Annual Calendar of Events" for April, May and June – On-track

**9. REPRESENTATIVE'S REPORTS**

- A. Mayor's Representative: Pam Parseghian – No report
- B. Chief School Administrator's Representative: Julie Hardaker
  - 1. The school calendar for 2010-2011 has been finalized and is available on the school's website.
  - 2. The agreement with Princeton High School for 2010-2011 has been approved.
- C. Friends of the Cranbury Public Library Representative: Julie Hardaker
  - 1. The Friends' annual meeting is April 16. The program will be an Antique Book Road Show.
- D. Cranbury Public Library Foundation: Patty Thomsson
  - 1. At the Foundation meeting on March 22, Mel Lehr was approved as a new Foundation trustee.

**10. TRUSTEE COMMITTEE REPORTS**

- A. Personnel Committee: Kim Borden – No report
- B. Finance Committee: Patty Thomsson
  - 1. The audit will be scheduled after April 15.
- C. Policy and Planning Committee: Julie Hardaker
  - 1. The policy for loaning the Kindles still needs to be addressed.
- D. Nomination and Election Committee: Hal Rourke – No report
- E. Facilities Development Committee/Task Force: Kirstie Venanzi
  - 1. Kirstie spoke with Allan Kehrt and Merilee Meacock regarding changes to the Master Plan and getting the new facility which will house the library onto the Plan. The Planning Board sub-committee is expected to discuss this issue at the meeting on Tuesday.
- F. Public Relations Committee: Charlene Vivian-Granville
  - 1. Ordering shirts with the library logo has been postponed.

**11. NEW BUSINESS**

- A. Resolution 2010-5: Establishing Capital Expense Fund and Reserving Funds  
*Motion to approve: Pam      Second: Andre*  
*Unanimously Approved*
- B. Feasibility Planning
  - 1. Alan Burger is ready to start with 2-3 meetings with groups of 8-10 people. He would like to compile the interviewee lists, questions to be asked, etc.
- C. The Board proposed contributing \$100 to the Senior Center Christmas program.  
*Motion to approve: Pam      Second: Julie*  
*6 in favor, 3 opposed*

**12. CORRESPONDENCE**

- A. Letters of recognition from state senator Tom Goodwin regarding state budget cuts.
- B. Membership solicitation letter from the Association of Library Trustees, Advocates, Friends and Foundations.
- C. Letter from Peter Gisolfi regarding a Library by Design article about Darien, Connecticut.

**13. ADJOURNMENT AT 9:00pm**

Respectfully submitted,  
Kim Borden