

# CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, September 9, 2021, 7:00 p.m.  
Via Zoom Conference Call

## CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT:

Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Public Library as follows: December 16, 2020 notice for this meeting was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted on the Public Library website.

The public may participate in this meeting only during the public portion which takes place at the end of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the chair, you will unmute your microphone/video. Members of the public who are attending the meeting via phone call must hit \*9 on their phone keypad to raise their hand to be recognized. Upon recognition by the Chair, they can unmute/mute their audio on their phone keypad. Individuals addressing the board must give their name and address in an audible tone and will have five (5) minutes to make their statement.

Public comment may be made in advance of the Board Meeting by submitting an e-mail to [reference@cranburypubliclibrary.org](mailto:reference@cranburypubliclibrary.org) or by written letter received before 5:00 p.m. on the date of the meeting.

## INTRODUCTION OF BOARD OF TRUSTEES – call to order at 7:04 pm

Kirstie Venanzi - present

Ira Negin – absent

Andre Mento – present

David Carroll - absent

Patty Thomsson – present

Fred Dennehy - present

Dave Fletcher - present

Mike Ferrante, Mayor – present

Susan Genco – Chief School Administrator- present

Also present:

Marilynn Mullen, Director

### 1. CONSENT AGENDA -

- Action on the minutes of the 08/31/21 – Motion to approve AMento, second MFerrante. Five vote yea, none opposed, two abstentions, motion carries unanimously.
- Action on Bills List for month ending 08/31/21. Motion to Approve AMento, second MFerrante. Five vote yea, none opposed, two abstentions, motion carries unanimously.

**2. TREASURER'S REPORT:** Report - Budget and Operating Status as of 08/31/21 – per submission. DFletcher noted that a portion of the township appropriation is due and that the first payment from the NJ State Bond fund has been received and recorded as grant income.

**3. PRESIDENT'S REPORT: Kirstie Venanzi** – per submission. KVenanzi noted that she has met with the new owners of the PCB building and they are working together to have an ADA-compliant plan for the ramp. The owners appreciate the urgency of the matter.

**4. DIRECTOR'S REPORT: Marilynn Mullen** – per submission. MMullen noted 1) she visits the new library site regularly and the builder has posted photos on Facebook, 2) building construction timeline has been established and printed (see attached), and 3) library statistics show an expected increase in digital materials and there are very few to no JERSEY CAT requests each month, a significant decrease in paperwork.

**5. TECHNOLOGY LIBRARIAN REPORT:** per submission. MMullen noted that DKlimek has full responsibility for the website development/updates and social media reporting. KVenanzi requested that DKlimek join the October board meeting in order to meet all the trustees.

### 6. REPRESENTATIVES' REPORTS:

- A. Township Representative: MFerrante - noted that 1) After a one-year hiatus Cranbury Day is expected to be a success on 9/11, and 2) Hurricane Henri recovery is underway along

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## **MEETING MINUTES**

with lake dredging to commence in next few weeks.

- B. Chief School Administrator Representative: SGenco - noted 1) School back in session as of 9/9/21, 2) former library reconfigured as an overflow cafeteria in order to accommodate required social distancing and to eliminate need for outdoor dining, 3) HChristopher will meet very soon with DKImek on technology programming coordination, and 4) there will be a video communication by the School on Cranbury Day to introduce the proposed design and construction plans.
- C. Foundation Report: PThomsson – “New Neighbor” meet and greet planned and scheduled for Sunday, 10/17 4-5:30pm in Village Park. Commenced study of donor wall ideas, “Wall of Knowledge” brick order reconciliation, and reexamination of named gifts opportunities in new building.

### **7. TRUSTEE COMMITTEE REPORTS**

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –none
- B. Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin, David Carroll – none.
- C. Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Patty Thomsson, Fred Dennehy - none.
- D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher – none.
- E. Special Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy – none.
- F. Community Engagement Committee: Chair –Dave Carroll, Patty Thomsson, Mike Ferrante, Dave Fletcher, Marilyn Mullen –none.

**8. CLOSED SESSION**– Discussion of legal issues pertaining to the Cranbury Public Library. At 7:31pm motion to go into closed session MFerrante, second AMento. All vote yea, none opposed, motion carries unanimously. At 7:40pm motion to come out of closed session DFletcher, second FDennehy. All vote yea, none opposed, motion carries unanimously.

**9. OLD BUSINESS** – none

### **10. NEW BUSINESS –**

- A. New Building owners: have worked out garbage service. Lawn mowing still needs to be addressed. ADA-compliant ramp plan is moving forward.
- B. Re-opening protocols – MMullen has updated the “Stage 3” protocols (see attached). Consistent with Cranbury School protocols, all Library patrons will be required to wear a mask inside the building.
- C. Cranbury Day -lots of promotions planned and expect to have lots of information about existing and future library activities.
- D. New Library furniture – MMullen requests Board input from at least one member.
- E. Website Launch – Will launch this month. New logo launch will be later with its own promotion.

### **11. CORRESPONDENCE –**

- A. DKerzner sent a lease renewal for space at 109 South Main Street.
- B. Three Cranbury School boys wrote, illustrated and published on their own a paperback book for sale. They donated a copy to the library. A portion of proceeds will go to the Cranbury Library Foundation.

**12. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT** - none

**13. ADJOURNMENT** – At 8:03pm motion to adjourn MFerrante, second AMento. All vote yea, none opposed, motion carries unanimously.