

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, October 14, 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 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 7:00 pm

Kirstie Venanzi - present

Ira Negin –present

Andre Mento – present

David Carroll - present

Patty Thomsson – present

Fred Dennehy - present

Dave Fletcher - present

Mike Ferrante, Mayor – present

Dominique Jones – Representative for Chief School Administrator- present

Also present:

Marilynn Mullen, CPL Director

Dean Klimek, CPL Technology and Outreach Librarian

1. CONSENT AGENDA -

- Action on the minutes of the 09/30/21 – Motion to approve AMento, second MFerrante. Six vote yea, none opposed, three abstentions, motion carries.
- Action on Bills List for month ending 09/30/21. Motion to approve AMento, second MFerrante. All vote yea, none opposed, motion carries unanimously.

2. TREASURER'S REPORT: Report - Budget and Operating Status as of 09/30/21 – per submission.

3. PRESIDENT'S REPORT: Kirstie Venanzi – per submission. KVenanzi then introduced Dean Klimek, the CPL's new Technology & Outreach Librarian and asked him speak about his background and his work so far with the CPL.

4. DIRECTOR'S REPORT: Marilynn Mullen – per submission. MMullen noted 1) library construction remains on schedule per report from the builder and 2) the new library website went live 9/23/21 and has received positive feedback.

5. TECHNOLOGY LIBRARIAN REPORT: per submission.

6. REPRESENTATIVES' REPORTS:

- Township Representative: MFerrante - noted that Township priorities are: 1) lake dredging that has begun with fish relocated and lake level lowered and 2) new library construction that is well underway.
- Chief School Administrator Representative: DJones - noted 1) Back-to-School night was held in person, 2) all school clubs are back in full swing and children have adjusted to mask mandate, and 3) school construction project rolled out with widespread communication to the community in advance of bond referendum on Dec 14, noting in particular that NJState aid is available now .

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- Foundation Report: PThomsson – “New Neighbor” meet and greet will be held Sunday 10/17, 4-5:30pm in Village Park with an expected attendance of at least 20 families and many representatives of Cranbury organizations.

7. TRUSTEE COMMITTEE REPORTS

- Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –Schedule and guidelines for Yearend performance review for Director and Board to be issued at November board meeting.
- Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin, David Carroll – none.
- Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Patty Thomsson, Fred Dennehy - updates to the BOT Manual have been made. Motion to accept changes made by INegin,second MFerrante. All vote in favor, none opposed. Motion carries unanimously. INegin then noted that Director Mullens’ proposed updates to the safety and emergency procedures in the CPL Manual be reviewed by the entire Board. MMullen to send out via email.
- Nomination and Elections: Chair– Andre Mento, Dave Fletcher – DCarroll, whose term ends 2021, has submitted his name for reappointment.
- Special Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy – KVenanzi will invite MBerkowsky to a committee meeting to give construction updates in person (via zoom). She reported that the builder, JCWilliams, remains confident construction on schedule. MMullen, DKlimek and KVenanzi to visit Berkeley Heights Library, an Iovino-designed facility, on October 22 to view Library Interiors furniture installed there.
- Community Engagement Committee: Chair –Dave Carroll, Patty Thomsson, Mike Ferrante, Dave Fletcher, Marilyn Mullen –none.

8. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT - none

9. **CLOSED SESSION**– Discussion of legal issues pertaining to the Cranbury Public Library. At 7:49 pm motion to go into closed session FDennehy, second AMento. All vote yea, none opposed, motion carries unanimously. At 7:59 pm motion made to come out of closed session INegin, second DFletcher. All vote yea, none opposed, motion carries unanimously.

10. **OLD BUSINESS** –New website up and running. Positive feedback received.

11. NEW BUSINESS –

- Kerzner Lease at 109 South Main Street – Lease renewal through November 2022 with option to terminate early with two months’ notice. Motion made to authorize KVenanzi to sign new lease INegin, second DFletcher. All vote yea, none opposed. Motion carries unanimously.
- Calendars –M Mullen presented the proposed 2022 Board meeting calendar with meetings to continue on zoom and begin at 7:00pm. Motion to approve calendar MFerrante, second DJones. All vote aye, none opposed. Motion carries unanimously. Discussion of Library 2022 calendar and proposed holidays was tabled.

12. CORRESPONDENCE –

- See construction information shared by Directory above.

13. **ADJOURNMENT** – At 8:11 pm motion to adjourn MFerrante, second AMento. All vote yea, none opposed, motion carries unanimously.