

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, December 9, 2021, 7:00 p.m.

Via Zoom Conference Call

1. **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.
2. **INTRODUCTION OF BOARD OF TRUSTEES – call to order at 7:00 pm**
Kirstie Venanzi - present
Andre Mento – absent
Patty Thomsson – present
Dave Fletcher - present
Mike Ferrante, Mayor – present
Dominique Jones – Representative for Chief School Administrator- present
Also present:
Marilynn Mullen, CPL Director
Ira Negin –present
David Carroll - present
Fred Dennehy - absent
3. **CONSENT AGENDA -**
 - A. Action on the minutes of the 11/11/21 – Motion to approve MFerrante, second DFletcher. All vote yea, none opposed. Motion carries unanimously.
 - B. Action on Bills List for month ending 11/30/21. Motion to approve MFerrante, second DFletcher. All vote yea, none opposed. Motion carries unanimously.
4. **TREASURER'S REPORT:** Report - Budget and Operating Status as of 11/30/21 – per submission. DFletcher noted strength of balance sheet, and that since the Township still holds a portion of the Library's 2021 appropriation, there will be a resolution brought to the Board in January to move any excess funds from 2021 to the reserve account.
5. **PRESIDENT'S REPORT: Kirstie Venanzi** – Kirstie thanked Board Members for their service.
6. **DIRECTOR'S REPORT: Marilynn Mullen** – per submission. MMullen noted that framing on new building has been started and the contractor will commence work on the storm water drain through the school parking lot during the Cranbury School winter recess. Per recommendation from MFerrante, all future reference to the "Library" in public announcements will be restated as the "Pocket Library".
7. **TECHNOLOGY LIBRARIAN REPORT:** per submission.
8. **REPRESENTATIVES' REPORTS:**
 - A. Township Representative: MFerrante - noted that 1) he met with landlord of pocket

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library and expects there to continue to be a good relationship with him, 2) as Mayor he will present a yearend slideshow of Cranbury 2021 at his final township meeting on 12/20/21, noting the library groundbreaking among other events during the year, and 3) lake dredging ongoing.

- B. Cranbury School Representative – DJones – reported that 1) school board election now final with two write-in candidates as new board members and herself reelected, 2) annual Lions Club Holiday Breakfast will be held on school property this year as it was cancelled last year due to COVID, 3) two vaccine clinics were held at the School with 153 2nd pediatric doses and 98 adult boosters administered, and 4) NPetrone, School Business Administrator, has resigned and her replacement. David Weidel has been announced.
- C. Foundation Report: PThomsson – no report but did comment that the donor wall and brick program will be taken up in January. There is also not likely to be any overt fundraising in 2022 but may resume in 2023.

9. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –will discuss personnel issues in closed session to follow.
- B. Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin, David Carroll – see below
- 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, Marilynn Mullen –none.

10. OLD BUSINESS –none

11. NEW BUSINESS –

- A. Budget Presentation –2022 Budget detqil was presented by MMullen and she offered sound explanations for each budgeted amount. While concern was raised about sufficient funds allocated for new library launch, MMullen noted she has accounted for these anticipated expenses in several budget categories. Motion to approve the 2022 budget as recommended by the Finance Committee DFletcher, second MFerrante. ROLL CALL KV, PT, DJ, IN, DC, MF, DF all vote yea, none opposed. Motion carries unanimously.
- B. Paid Holidays for Staff – MMullen presented exhibits outlining the minimal costs for two additional paid holidays for full- and part-time staff. Noted, too, that Cranbury Township gives 10 days (versus 8 for Cranbury Library) and that most local libraries offer more than 8 paid holidays. Motion to approve granting of two additional paid holidays, one to be Juneteenth and the other a floating personal day, made by DCarroll, second PThomsson. ROLL CALL KV, DF, PT, DJ, DC, MF vote yea, IN abstention, none opposed, vote carries with six yeas.

12. CORRESPONDENCE – none

13. OPEN TO PUBLIC COMMENT – No raised hands

14. CLOSED SESSION – Motion to go into closed session at 8:07pm MFerrante, second

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DJones, all vote yea, none opposed, vote carries unanimously. At 8:31pm motion to come out of closed session MFerrante, second INegin, all vote yea, none opposed, vote carries unanimously.

15. OPEN DISCUSSION PERIOD – none

16. **ADJOURNMENT** – At 8:37 pm motion to adjourn MFerrante, second INegin. All vote yea, none opposed, motion carries unanimously.