

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, January 13, 2022, 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 6, 2021 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.

KVenanzi issued oath of office to David Carroll, who is assuming a new 5-year term as a Cranbury Public Library Board Trustee.

2. **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's Rep – present

Emma Bossard – Representative for Chief School Administrator- present

Also present:

Marilynn Mullen, CPL Director

KVenanzi began with the announcement of the annual officer reorganization and asked Andre Mento, Nominations and Elections Committee Chair, to present the 2022 slate of officers. The slate presented was as follows: President, Kirstie Venanzi; Vice President, Andre Mento; Secretary, Patricia Thomsson; Treasurer, David Fletcher. Motion to approve the slate as presented by MFerrante, second INegin. All vote in favor, none opposed. Motion carries unanimously.

3. **CONSENT AGENDA -**

A. Action on the minutes of the 12/09/21 and of special meeting on 12/21/21. Motion to approve MFerrante, second INegin. All vote yea with two abstentions, none opposed. Motion carries unanimously.

B. Action on Bills List for month ending 12/31/21. Motion to approve MFerrante, second INegin. All vote yea with two abstentions, none opposed. Motion carries unanimously.

4. **TREASURER'S REPORT:** Report - Budget and Operating Status as of 12/31/21 – per submission. DFletcher noted strength of balance sheet and that a significant portion of the 2021 year end surplus should be reserved for capital expenses. See New Business Item B.

5. **PRESIDENT'S REPORT: Kirstie Venanzi** – none.

6. **DIRECTOR'S REPORT: Marilyn Mullen** – per submission. MMullen noted 1) that construction is 31% complete. When construction is 50% is complete she can apply for half of the grant funds, 2) Marilyn proposed working with CHPS on creating a time capsule to be buried at the new library site and plans are in development, 3) while many local libraries have closed their doors to the public due to recent pandemic concerns, Cranbury Library remains open since our current visitation policies minimize risk to the staff and public.

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7. **TECHNOLOGY LIBRARIAN REPORT:** per submission. KVenanzi commented on the positive social media statistics and praised DKlimek's work.
8. **REPRESENTATIVES' REPORTS:**
 - A. Township Representative: MFerrante - noted that 1) under guidance of new mayor, Barbara Rogers, top priorities for 2022 will be the lake dredging and new library completion/opening and 2) Township is planning multiple events throughout the year to celebrate Cranbury's 325th anniversary.
 - B. Cranbury School Representative – EBossard – reported that she was inducted this month as a new school board member and attended her first meeting. She is delighted to serve as the School Board's representative on the Library Board.
 - C. Foundation Report: PThomsson – noted that 2022 annual meeting was held January 10th and that several members rolled off the board, two new members appointed, and Jen Diamond named President and Jon Raphael, Vice President. JDiamond will attend Library Board meetings as needed to report Foundation news and to facilitate collaboration on projects, in particular the library opening.
9. **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 – see above slate of 2022 officers presented and voted in.
 - 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. Board Committees – Tabled until next meeting.
 - B. Resolution 2022-1: Reserving funds. MMullen read the resolution aloud. Motion to approve by AMento; second INegin ROLL CALL KV, AM, PT, IN, DC, MF, FD, DF, EB all vote yea, none opposed. Resolution is passed.
12. **CORRESPONDENCE** – MMullen reported on two items: 1) as part of a NJ Health initiative, ARPA funds were given to East Brunswick Public Library to form NJ Health Connect. IPads with health information for public use will be given to NJ libraries, including Cranbury, and 2) LMXAC will be issuing Cranbury Public Library a check for \$75.57 collected through SmartPay for fines and/or lost item fees.
13. **CLOSED SESSION** – Motion to go into closed session at 7:48pm MFerrante, second INegin, all vote yea, none opposed. Motion carries unanimously. At 8:04pm motion to come out of closed session AMento, second MFerrante, all vote yea, none opposed. Motion carries unanimously.
14. **OPEN DISCUSSION PERIOD** – no raised hands
15. **ADJOURNMENT** – At 8:05 pm motion to adjourn AMento, second INegin. All vote yea, none opposed. Motion carries unanimously.