

# CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, February 10, 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](mailto:reference@cranburypubliclibrary.org) or by written letter received before 5:00 p.m. on the date of the meeting.

KVenanzi then 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 Representative – present	
Emma Bossard – Representative for Chief School Administrator- present	
Also present:	
Marilynn Mullen, CPL Director	

## 3. **CONSENT AGENDA -**

- A. Action on the minutes of the 01/13/22. Motion to approve AMento, second INegin. All vote yea, none opposed. Motion carries unanimously.
- B. Action on Bills List for month ending 01/31/22. Motion to approve KVenanzi, second DFletcher. All vote yea, none opposed. Motion carries unanimously.

4. **TREASURER'S REPORT:** Budget and Operating Status as of 01/31/22 – per submission. DFletcher noted strength of balance sheet and that a significant portion of the capital reserves have been used to pay for the library construction.

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

6. **DIRECTOR'S REPORT: Marilynn Mullen** – per submission. MMullen noted 1) she will be meeting shortly with the library furnishings company to make some selections, 2) she submitted an article to the Chronicle explaining the benefits of the NJ Health Connect service and will describe it further in her monthly Director's letter to the public, 3)her study of other library payroll costs indicate Cranbury Library will be paying more than other libraries, and she will send an email to the Township Administrator with her findings (and cc MFerrante), and 4) Jeanne Negin retired after 13+ years, and for now her hours will be

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picked up by other employees.

7. **TECHNOLOGY LIBRARIAN REPORT:** per submission. KVenanzi commented on the positive trends in our Facebook and website data.
8. **REPRESENTATIVES' REPORTS:**
  - A. Township Representative: MFerrante - noted that 1) the lake dredging should be completed by the end of February, 2) the 2022 Township budget will be flat with 2021 and therefore no tax increase, and 3) a walking path around Village Park similar to the one in Heritage Park will be installed and the T-ball field will be replaced with a sand-surface volleyball court.
  - B. Cranbury School Representative – EBossard – reported that both Dr. Susan Genco and Michelle Waldron will retire as of September 2022; The Board has commenced the search process, 2) the contract for the auxiliary gym has been issued, and 3) a decision on masking will be decided pending NJ Health and other State guidelines.
  - C. Foundation Report: JDiamond – per submission –of note, the entire Foundation Board will attend the Library retreat on 2/26/22.
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 – none.
  - E. Special Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy –MMullen noted that the alternative roofing insulation will be delivered by 3/21/22.
  - F. Community Engagement Committee: Chair –Dave Carroll, Patty Thomsson, Mike Ferrante, Dave Fletcher, Marilyn Mullen –MMullen suggested that a town-wide mailing be done in connection with the launch of the new CPL logo.
10. **OLD BUSINESS** –none
11. **CLOSED SESSION** – Discussion of potential legal issues for Cranbury Public Library and Personnel matters
  - a. At 7:39pm motion to go into closed session by AMento, second INegin. All vote yea, none opposed. Motion carries unanimously.
  - b. At 7:43pm motion to go out of closed session by MFerrante, second INegin. All vote yea, none opposed. Motion carries unanimously.
12. **NEW BUSINESS** –
  - A. Settlement Agreement between Witt Properties, LLC, Sweetwater Construction Corp., the Cranbury Public Library and MainStreet30 LLC. Motion to approve the settlement agreement by MFerrante, second KVenanzi. ROLL CALL KV, AM, PT, IN, DC, MF, FD, DF, EB all vote yea, none opposed. Motion carries unanimously.
  - B. Board Committees – no changes to any committee for 2022.
  - C. Library Board Retreat – to be held via zoom Saturday, February 26, 2022. The Foundation Board will join.
13. **CORRESPONDENCE** – MMullen reported on two items: 1) LMXAC funds for July-December

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2021 has been received from patrons who paid fines (for lost or damaged materials) by credit card and 2) verbal communication with the Construction Manager regarding his positive interactions with Cranbury Township staff.

- 14. OPEN DISCUSSION PERIOD** – noted that the resolution to appoint the Board attorney was omitted from the meeting agenda. Motion to add item to agenda by MFerrante, second AMento. All vote yea, none opposed. Motion carries unanimously. Motion to approve Resolution 2022-2, "Appointment of Attorney" by MFerrante, second INegin. It was noted that the title of MFerrante on resolution should be changed from "Mayor" to "Mayor's Representative" by INegin. Vote to approved Resolution as amended. ROLL CALL KV, DF, AM, IN, FD, PT, DC, MF, EB all vote yea, none opposed. Resolution is passed
- 15. ADJOURNMENT** – At 7:59 pm motion to adjourn MFerrante, second AMento. All vote yea, none opposed. Motion carries unanimously.