

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, April 14, 2022, 7:00 p.m.

Via Zoom Conference Call

1. CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH 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.

For meetings to be conducted via ZOOM: 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 7:02 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 (as of 7:25pm)

Emma Bossard – Representative for Chief School Administrator- present

Also present:

Marilynn Mullen, CPL Director

3. CONSENT AGENDA -

A. Action on the minutes of the 03/10/22. Motion to approve DFletcher, second INegin. All vote in favor, none opposed. Motion carries unanimously.

B. Action on Bills List for month ending 3/31/22. Motion to approve DFletcher, second INegin. All vote in favor, none opposed. Motion carries unanimously.

4. **TREASURER'S REPORT: David Fletcher** - Budget and Operating Status as of 03/31/22 – per submission. DFletcher noted that of the construction funds paid out to date \$1MM was paid from Library reserves and 1/3 from grant monies. He also explained the contingency fund discrepancy to satisfaction.

5. **PRESIDENT'S REPORT: Kirstie Venanzi** – per submission. She noted her attendance at a recent zoning board meeting and possible implications for the Library. Also she will not be in attendance at the May meeting; AMento will preside.

6. **DIRECTOR'S REPORT: Marilynn Mullen** – per submission. MMullen noted 1) two recent construction meeting minutes are attached to her monthly report, 2) she has made a request for an EV kiosk outside the new building), 3) three times as many patrons entered the Library in March, however this number is still ½ of the number pre-pandemic, 4) 2022 Financial Disclosure Statement to be completed by all Board members, and 5) her request to consider Teddy's advertising program.

7. **TECHNOLOGY LIBRARIAN REPORT:** per submission. MMullen noted increase in Facebook and other social media posts.

8. REPRESENTATIVES' REPORTS:

A. Township Representative: MFerrante - noted that 1) the lake dredging project in

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wrapping up and 2) the Township is headlong into planning 325th Anniversary events.

- B. Cranbury School Representative – EBossard – reported that 1) the CSA/Principal search is well underway and a public job posting placed; interviews are expected to begin in May for a June hire and 2) construction of the auxiliary gym has begun.
- C. Foundation Report: none

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 –all facilities development moving along
- F. Community Engagement Committee: Chair –Dave Carroll, Patty Thomsson, Mike Ferrante, Dave Fletcher, Marilynn Mullen –none.

10. OLD BUSINESS –none

11. CLOSED SESSION – Discussion of potential legal issues for Cranbury Public Library and Personnel matters.

- a. At 7:28pm motion to go into closed session by AMento, second INegin. All in favor, none opposed. Motion carries unanimously.
- b. At 7:44 pm motion to go out of closed session by AMento, second INegin. All vote in favor, none opposed. Motion carries unanimously.

12. NEW BUSINESS –

- A. Teddy's Table Advertising – Mmullen presented advertising program and rates. Questions on effectiveness by DFletcher answered to his satisfaction. General consensus reached to participate.
- B. Memorial Day Parade – KVenanzi will not be available to participate so she opened discussion for a new plan and asked the Community Engagement Committee to step in. All agreed that if a float can be created there will be one and at least the participants will carry a banner. The new library logo will be launched on this occasion with mementos to distribute and shirts/hats with logo worn by parade participants. PThomsson to contact Foundation to join Library BOT at this event.

13. CORRESPONDENCE – MMullen noted that there will be a change in the NJLA membership categories such that an institutional membership (as opposed to individual) will have advantages for the Cranbury Library. She will update the Board at a future date on her recommendation to change membership status.

14. OPEN DISCUSSION PERIOD – no public comment.

15. ADJOURNMENT – At 8:05pm 7:52 pm motion to adjourn AMento, second INegin. All vote in favor, none opposed. Motion carries unanimously.