

# CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, June 9, 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](mailto: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 7:01 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-absent

Also present:

Marilynn Mullen, CPL Director

## 3. CONSENT AGENDA -

A. Action on the minutes of the 05/12/22. Motion to approve MFerrante, second DFletcher. All vote in favor, none opposed, KV abstention. Motion carries unanimously.

B. Action on Bills List for month ending 5/31/22. Motion to approve MFerrante, second INegin. All vote in favor, none opposed. Motion carries unanimously.

4. **TREASURER'S REPORT: David Fletcher** - Budget and Operating Status as of 05/31/22 – per submission. DFletcher noted that balance sheet remains strong. MFerrante queried MMullen about the new building fund balance and best efforts to ensure that they be used entirely and to not leave funds on the table.

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

6. **DIRECTOR'S REPORT: Marilyn Mullen** – per submission. Mullen noted that 1) building project is now 56% complete and 2<sup>nd</sup> payment of the grant will be released pending paperwork, 2) audit will be completed by the close of June as required by the State Bond Fund Grant rules, 3) copier has been selected for the new building from CCPCopy who offered a valuable discount, and 4) the Memorial Day parade was a big success for the Library.

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## MEETING MINUTES

**7. TECHNOLOGY LIBRARIAN REPORT:** per submission.

**8. REPRESENTATIVES' REPORTS:**

- A. Township Representative: MFerrante - noted that Ralph Izzo was very helpful in expediting a PSE&G new library building matter. MFerrante then asked about the room reservation system that will be used by the new library, hoping it will offer an online application option.
- B. Cranbury School Representative – EBossard – none. MFerrante noted, in EBossard's stead, the new CSA will be announced by the end of June.
- C. Foundation Report: PThomsson – MFerrante presented slides of the “Donor Wall” and explained the committee selection process in light of the three proposals received. PThomsson requested that all names be recorded in the same manner. PThomsson requested that the “Donor Gala Preview” and Opening Day event dates be finalized very soon for 9/23 and 9/24, respectively. PThomsson asked KVenanzi to convene the “Building Partners” panel of representatives for a presentation on Opening Day.

**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 – see below under old business.
- 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, Marilyn Mullen –none.

**10. OLD BUSINESS –**

- A. Review of “Collection Development and Maintenance Policy” and “CPL Appeal Process” – Motion to approve policy and appeal process as amended by DFletcher by INegin, second MFerrante. All vote in favor, none opposed. Motion carries unanimously.

**11. CLOSED SESSION –** none

**12. NEW BUSINESS –** none

**13. CORRESPONDENCE –**Mullen noted that she had received email communication on state compliance requests.

**14. OPEN DISCUSSION PERIOD –** PThomsson complimented Laura Bonds' children's story hour.

**15. ADJOURNMENT –** At 8:04 pm motion to adjourn by AMento, second DCarroll. All vote in favor, none opposed. Motion carries unanimously.