

# CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

Thursday, November 10, 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 7:00 pm

Kirstie Venanzi - present

Ira Negin –present

Andre Mento – present

David Carroll - absent

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 10/13/22. Motion to approve DFletcher, second AMento. All vote in favor, none opposed. Motion carries unanimously.

B. Action on Bills List for month ending 10/31/22. Motion to approve DFletcher, second AMento. All vote in favor, none opposed. Motion carries unanimously.

4. **TREASURER'S REPORT:** per submission.

5. **PRESIDENT'S REPORT:** - per submission. Kirstie

6. **DIRECTOR'S REPORT:** MMullen – per submission. MMullen provided more detail on the building functionality and reported on the numerous communications to the public about the 11/19 grand opening and library services up until then.

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

## 8. REPRESENTATIVES' REPORTS:

A. Township Representative: MFerrante –1) reported on results of the Township Committee elections that are not final as this time, however Rogers and Spann hold top two vote counts and 2) he requested that all the Board members attend the 11/14 Cranbury Township meeting at which the Township will read a proclamation honoring the CPL for its success in building a free-standing library.

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- B. Cranbury School Representative – EBossard –none. MFerrante did comment that the new CSA is off to a very good start from what he hears.
- C. Cranbury Public Library Foundation Rep: PThomsson–reported on the successful donor gala event held on 11/3 and that she was delivering the umbrella gifts to all invitees who did not attend the gala.

### 9. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –PThomsson – discussion under closed session.
- 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 under new business for discussion of revised circulation policy.
- D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher – see President's report for update.
- 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

- A. Personnel – “onboarding”
- B. Calendar 2023 and staffing - Motion to approve the updated 2023 Calendar made by MFerrante, second DFletcher. All vote in favor, none opposed. Motion carries unanimously.

11. **CLOSED SESSION** – Discussion of potential legal issues for the Cranbury Public Library and personnel matters. At 7:34 pm a motion was made to go into closed session by MFerrante, second by FDennehy. All vote in favor, none opposed. Motion carries unanimously. At 8:14pm a motion was made to go out of closed session by DFletcher, second by INegin. All vote in favor, none opposed. Motion carries unanimously.

### 12. NEW BUSINESS

- A. Slate of Officers for 2023 proposed – tabled for now.
- B. Circulation policy – MMullen explained some of the revisions in light of the LMXAC borrowing privileges. Motion to approve the new circulation policy made by PThomsson, second AMento. All vote in favor, none opposed. Motion carries unanimously.
- C. Grand Opening Plans for 11/19/21 - reminder to all Board members to volunteer for a two-hour time slot.

13. **CORRESPONDENCE** –MMullen received from Lisa Walsh her summation of the hours to paint the mural and lettering in the new library valued at \$7,350.

14. **OPEN DISCUSSIONS PERIOD** –PThomsson reminded the Board of the retirement/staff appreciation party that will be held in her home on Sunday, 12/4, 4-6 pm. PThomsson also urged another Board member to assume the duties of secretary and not hire an outsider to perform this role beginning January 2023.

15. **ADJOURNMENT** – At 8:25 pm motion to adjourn by AMento, second INegin. All vote in favor, none opposed. Motion carries unanimously.