

CRANBURY PUBLIC LIBRARY

BOARD OF TRUSTEES

Meeting Minutes

March 9, 2023, 7:00 p.m.

Cranbury Public Library, Meeting Room 3

CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH PUBLIC MEETINGS

Andre Mento called the meeting to order at 7:00 p.m.

Pursuant to provisions of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Library Director as follows: December 1, 2022 a notice for this meeting was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted in the Public Library.

2. INTRODUCTIONS OF BOARD OF TRUSTEES

Andre Mento, President Kirstie Venanzi, Vice-President and Secretary

Ira Negin, Treasurer Michael Ferrante, Mayor (absent)

David Carroll, Trustee (absent) Patty Thomsson, Trustee

Fred Dennehy, Trustee Christine Tu, Trustee

Emma Bossard, School Administrator's representative

Also present:

Brooke Basista, Director

Jon Raphael, Cranbury Public Library Foundation Representative

Kelly Lavery, and Brian Hansen, Cranbury Township Parks Commission

3. CONSENT AGENDA

A. Action on minutes from 2/9/2023 and 2/25/23.

First: IN Second: KV

Vote: Passed, unanimous

B. Action on Bills from month end 2/28/2023.

First: EB Second: AB

Vote : Passed, unanimous

4. TREASURER'S REPORT: Ira Negin. As filed. Of note: Building operations expenses are over budget due to several bills that include maintenance fees, as well as a possibly incorrect water bill. Should be corrected by next month. Report includes a Statement of Ordinary Revenues and Expenses, 2022 budget, 2022 actual, and 2023 budget comparison.

5. PRESIDENT'S REPORT: Andre Mento

6. DIRECTOR'S REPORT: Brooke Basista, per report.

Highlights- many great programs and good collaboration. Brooke described some building issues that are currently under a one-year building warranty. We discussed the fact that we will need a part-time maintenance person.

7. TECHNOLOGY REPORT: Director Brooke Basista, per Dean Klimek's report.

Highlights – increase in the number of people coming into the library, Wi-Fi connections, and social media posts. Stats per report.

8. REPRESENTATIVES' REPORTS:

A. Mayor's Rep – no report.

B. School Administrator/Rep – Emma Bossard. 125th celebration.

Budget planning will be undertaken soon. Read across America was a success.

C. Cranbury Public Library Foundation – Jon Raphael

Jon reported on mission and vision update which will be reflected on website. Looking into townwide mailing.

Continue to work closely with Brooke. Book sale. New residents' reception – March 28th.

9. TRUSTEE COMMITTEE REPORTS

A. Personnel: Chair- Patty Thomsson, Kirstie Venanzi, David Carroll- no report

B. Finance: Chair – Chair- Ira Negin, Andre Mento, David Carroll – no special report.

C. Policy and Planning: Chair- Kirstie Venanzi, Patty Thomsson, Fred Dennehy, Ira Negin- no report

D. Nominations and Elections: Chair - Andre Mento, Kirstie Venanzi, no report.

E. Special - Community Engagement: Chair- Christine Tu, David Carroll, Patty Thomsson, Mike Ferrante- no report. Board is asking the committee to look at the survey project with launch date of April 23-29, National Library Week.

10. OLD BUSINESS

A. Collection Policy Review – Fred Dennehy, reviewed our policy that we had looked at in June 2022, looking with recent censorship issues that have come up such as in Glen Ridge NJ. Fred thinks our policy is strong, and reviewed steps needed if a patron objects to a book in our collection.

12. NEW BUSINESS

A. Cranbury Township Parks Commission, Brian Hansen and Kelly Lavery presented ideas for Two types of chess set-to be placed in area next to the library. One would be outdoor chess sets like NYC which would include permanent concrete pads. They also wanted to know what we thought about a large life-size pieces that need to be stored. Andre asked for more information. The board expresses the opinion that we would like to see how the space is used over the next year before making plans.

B. Filming and Photography Policy – Brooke Basista

Discussed the need to have a filming and photography policy in place as we share more social media. Andre asked Brooke to draw up a policy for the board to consider at our April meeting.

C. Survey – Assigned to Community Engagement Committee with hopes to launch Library Week April 23-29. Survey to be a means to gather information for improving library services but also serve as a benchmark. We would send out a yearly survey to measure progress.

13. CORRESPONDENCE – The board received a thank you from Acari and Iovino; the board received an invitation to an event in Long Branch to celebrate NJ Construction Bond Act.

14. OPEN DISCUSSION PERIOD

Insurance issue – Fred Dennehy discusses the need to update our address on the town insurance policy to make sure we are covered. Brooke informed the board that the certificate is now updated. Fred is also concerned that we need to make sure we are covered for the liability, and causality insurance (commercial general insurance) as well. Questions remain: is it possibility to increase coverage? Do we need to add 3-4 indemnified parties with the state? Fred wants to get a procedure in place for us to be able to contact JIF with detailed questions.

Job posting – Sunday opening. Brooke Basista says we have quality candidates. 2 to be offered position. Start dates should be in about two weeks. Brooke is finalizing details.

Agreement with Township– Fred Dennehy stated that the board signed the wrong version due to clerical error; the corrected version to be signed over the next few days.

15. ADJOURNMENT: 8:45 p.m.

First: IN Second: PT

Vote: Passed, unanimous