

**CRANBURY PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

May 11, 2023, 7:00 p.m.
Cranbury Public Library, Meeting Room 3

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 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.

Called to order at 7:00 pm by A. Mento.

2. INTRODUCTIONS OF BOARD OF TRUSTEES

Andre Mento, President **Present** Kirstie Venanzi, Vice-President **Absent**

Ira Negin, Treasurer **Present** Michael Ferrante, Mayor **Present**

David Carroll, Secretary/Trustee **Present** Patty Thomsson, Trustee

Absent

Fred Dennehy, Trustee **Present** Christine Tu, Trustee **Absent**

Emma Bossard, School Administrator's representative **Absent**

Also to be present:

Brooke Basista, Director **Present**

Jill Frost, Cranbury Public Library Foundation Representative **Present**

3. CONSENT AGENDA

A. Action on minutes from 4/13/23 Moved by M. Ferrante, Seconded by Fred Dennehy, Unanimous consent.

B. Action on Bills from month end 4/30/23 Moved by M. Ferrante, Seconded by Fred Dennehy, Unanimous approval.

4. TREASURER'S REPORT: Ira Negin provided his update which was accepted by the board. It was agreed that auditor would be contacted to review fixed assets and liabilities entries.

5. PRESIDENT'S REPORT: Andre Mento provided his update which was accepted by the board.

6. DIRECTOR'S REPORT: Brooke Basista gave her report focusing on the following:

A. Completed programs and events for the month of April

B. Upcoming programs and events

C. Monthly and YTD statistics | metrics including weekend library usage

D. Building update: remaining open construction items

E. Monthly and YTD building costs including utilities, cleaning, HVAC

F. New books | subscriptions: Addition of NY Times digital subscription

G. Summer hours

7. TECHNOLOGY REPORT: Brooke Basista gave Dean's report.

8. REPRESENTATIVES' REPORTS:

A. **Cranbury Public Library Foundation Rep:** Jill Frost gave an update on recent activities including the recent Book Sale.

B. **Mayor's Rep:** Mayor Ferrante gave a brief update.

C. **School Administrator / Rep:** Mike Ferrante gave a brief update including the recent 125th Celebration.

9. TRUSTEE COMMITTEE REPORTS

A. **Personnel:** No update

B. **Finance:** Covered in Treasurer's Report.

C. **Policy and Planning:** No update.

D. **Nominations and Elections:** No update.

E. **Special – Community Engagement:** Update on community wide survey.

10. OLD BUSINESS

A. **Filming and Photography Policy:** Fred Dennehy reviewed the proposed policy, highlighting the changes since our last meeting. After a discussion, a motion to approve the policy was made by Mike Ferrante and Seconded by Ira Negin. Unanimous approval.

11. New Business:

- A.** Memorial Day Parade: After discussion, it was decided that the Cranbury Public Library will not march in the 2023 parade.

12. CORRESPONDENCE

13. OPEN DISCUSSION PERIOD

- 14. ADJOURNMENT:** Motion to adjourn the meeting by Ira Negin, Seconded by Mike Ferrante at 8:05 p.m.