

CRANBURY PUBLIC LIBRARY

BOARD OF TRUSTEES

Meeting Minutes

September 14, 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.

2. INTRODUCTIONS OF BOARD OF TRUSTEES

Andre Mento, President, **present** Kirstie Venanzi, Vice-President, **present**
Ira Negin, Treasurer, **present** Michael Ferrante, Secretary/Mayor, **present**
Vikranta Sharma, Trustee, **present** Patty Thomsson, Trustee, **present**
Fred Dennehy, Trustee, **present** Christine Tu, Trustee, **absent**
Emma Bossard, School Administrator's representative, **present**

Also to be present:

Brooke Basista, Library Director

Priyanka Dhulkhed, Cranbury Public Library Board of Trustees, Secretary

Elizabeth, Staff of Cranbury Public Library

Melissa, public

3. CONSENT AGENDA

A. Action on minutes from 8/10/23: **K Venanzi moved. P Thomsson seconded. M Ferrante seconded. M Ferrante, E Bossard abstained. All else voted in favor**

B. Action on Bills from month end 8/31/23: **K Venanzi moved. M Ferrante seconded. All else voted in favor**

4. TREASURER'S REPORT: Treasurer I Negin presented the report. It was accepted by the board.

5. PRESIDENT'S REPORT: President: **None**

6. DIRECTOR'S REPORT: Director B Basista presented her report focusing on the following topics:

- A. Township partnership with an update on EV charging station evaluation
- B. School partnership programs
- C. An update on a meeting with the CHPS president
- D. An update on Cranbury day
- E. Monthly and YTD statistics | metrics including weekend library usage
- F. Monthly and YTD maintenance costs including utilities, cleaning, HVAC
- G. Library programming guidelines

7. TECHNOLOGY REPORT: Director B Basista presented the technology report.

8. REPRESENTATIVES' REPORTS:

A. Mayor's Rep: M. Ferrante reported that the CHA has been granted approval to segment the property so that the township is allowed to accept the road leading to the library and maintain it going forward. He also reported that a new USCIS office has opened in Cranbury

B. School Administrator/Rep: None

C. Cranbury Public Library Foundation Rep: None

9. TRUSTEE COMMITTEE REPORTS

A. Personnel: Chair- Patty Thomsson, Kirstie Venanzi: No update

B. Finance: Chair – Chair- Ira Negin, Andre Mento: Covered in treasurer's report

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

D. Nominations and Elections: Chair - Andre Mento, Kirstie Venanzi: No update

E. Special - Community Engagement: Chair- Christine Tu, Patty Thomsson, Mike Ferrante: No update

10. OLD BUSINESS

A. Update on Progress of 2023 Service Priorities: B Basista presented an update.

12. NEW BUSINESS

A. Attorney Contract Renewal: M Ferrante moved. K Venanzi seconded. All voted in favor. The resolution passed.

*Meeting Minutes recorded and submitted by Cranbury Public Library Board of Trustees Secretary, Priyanka Dhulkhed.

B. Facilities Checklist: K Venanzi presented the facilities checklist.

C. Programming Policy: K Venanzi moves to accept the programming policy. P Thomsson seconds it. All in favor.

13. **CORRESPONDENCE:** none

14. **OPEN DISCUSSION PERIOD**

15. **ADJOURNMENT:** P Thomsson moved. V Sharma seconded. All in favor. Adjourned at 7:59 pm