

**CRANBURY PUBLIC LIBRARY
BOARD OF TRUSTEES
Meeting Minutes**

November 14, 2024, 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, 2023 a notice for this meeting was sent to the Trenton Times, Home News Tribune, and Township Clerk and posted in the Public Library.

Meeting called to order at 7:00 p.m.

2. INTRODUCTIONS OF BOARD OF TRUSTEES

Andre Mento, President - Present Kirstie Venanzi, Vice-President - Present
Ira Negin, Treasurer - Present Michael Ferrante, Mayor's Representative - Present
Vikranta Sharma, Trustee - Absent Michaele Kehrt, Trustee - Present
Fred Dennehy, Trustee - Present Christine Tu, Trustee - Present
Emma Bossard, School Administrator's Representative - Present
Also to be present:
Brooke Basista, Library Director - Present

3. CONSENT AGENDA

- A. Action on minutes from 10/10/24 – Moved by I. Negin, Seconded by M. Kehrt, MF and CT abstained. Approved.
- B. Action on Bills from month end 10/31/24 – Moved by K. Venanzi. Seconded by A. Mento. Approved

4. **TREASURER'S REPORT:** Treasurer- Ira Negin

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

6. **DIRECTOR'S REPORT:** Director- Brooke Basista

7. REPRESENTATIVES' REPORTS:

- A. Mayor's Rep – Michael Ferrante
- B. School Administrator/Rep- Emma Bossard
- C. Cranbury Public Library Foundation Rep – B. Basista gave the report on behalf of the Foundation.

8. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair- Kirstie Venanzi, Michaele Kehrt.
K.Venanzi introduced this year's process for evaluating the director. The results will be reviewed in a closed session at December's Board of Trustees meeting.
- B. Finance: Chair- Ira Negin, Andre Mento- Budget to be reviewed as a business item.
- C. Policy and Planning: Chair- Kirstie Venanzi, Fred Dennehy, Ira Negin, Vikranta Sharma – No report
- D. Facilities Committee: Chair - Andre Mento, Michael Ferrante- No report.

9. **OLD BUSINESS** - None

10. NEW BUSINESS

A. Personnel Policy Update- Holidays- B. Basista presented an updated and revised policy re. closings as well as stated holiday closings now that we are in our own facility. B. Basista presented holiday pay for part-time employees, which now matches other township employees. F. Dennehy moved that we accept the director's proposal to change our personnel policy as per the presentation. M. Kehrt seconded. Approved.

B. 2025 Cranbury Public Library Calendar – Moved to approved as presented by M. Ferrante. Seconded by I. Negin. Approved.

C. 2025 Budget DRAFT – Reviewed the draft. Consensus is for the trustees to review and vote on budget at the December 12, 2024 meeting.

11. CLOSED SESSION – Personnel

Moved by K. Venanzi to go into closed session at 7:49 p.m. M. Ferrante seconded. Approved.

Moved by M. Ferrante to go out of closed session at 7:51 p.m. A. Mento seconded. Approved.

12. CORRESPONDENCE – none.

13. OPEN DISCUSSION PERIOD

14. PUBLIC COMMENT - none

15. ADJOURNMENT – Moved by I. Negin. Seconded by M. Ferrante at 7:55 p.m.