

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Thursday, August 12, 2021, 7:00 p.m.
Via Zoom Conference Call

CALL TO ORDER AND ANNOUNCEMENT OF COMPLIANCE WITH OPEN 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 16, 2020 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. 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 or by written letter received before 5:00 p.m. on the date of the meeting.

INTRODUCTION OF BOARD OF TRUSTEES – call to order at 7:00 pm

Kirstie Venanzi – present	Ira Negin – present
Andre Mento – present	David Carroll – present
Patty Thomsson – present	Fred Dennehy – present
Dave Fletcher – absent	
Mike Ferrante, Mayor – present	
Dominique Jones – Representative for Chief School Administrator- present	
Also present:	
Marilynn Mullen, Director	

1. CONSENT AGENDA -

- Action on the minutes of the 07/31/21 – Motion to approve INegin, second AMento. All vote yea, none opposed, motion carries unanimously.
- Action on Bills List for month ending 07/31/21. Motion to Approve INegin, second AMento. All vote yea, none opposed, motion carries unanimously.

2. TREASURER'S REPORT: Report - Budget and Operating Status as of 07/31/21 – per submission. MMullen noted that Township appropriation for second quarter was received but not before July 31 report was submitted. Also noted that grant funds reported last month under operating budget have been reassigned to the capital budget report.

3. PRESIDENT'S REPORT: Kirstie Venanzi – per submission. KVenanzi noted that she will meet with the new owners of the building shortly and that they have indicated amenability to an ADA-compliant ramp. She also reported that per direction from the Library Trustee Institute the Board will continue to use zoom for its meetings through December 2021.

4. DIRECTOR'S REPORT: Marilynn Mullen – per submission. MMullen noted 1) key grant/construction reports have been filed (see attached), 2) construction schedule has been obtained, 3) new tech librarian off to a very good start, 4) DMcQueeney celebration of her 20th service anniversary was well received, and 5) library services priority report has been updated.

5. TECHNOLOGY LIBRARIAN REPORT: per submission. DJones requested that DKlimek contact SGenco to coordinate some technology services with the School.

6. REPRESENTATIVES' REPORTS:

- A. Township Representative: MFerrante - noted that construction of new library is one of the two high priorities for the Township Committee with the lake dredging the other one.

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- B. Chief School Administrator Representative: DJones - noted 1) Helene Cody Cranbury Day race will no longer occur on school property, 2) children will be required to wear masks inside the school building upon return to school (policy consistent with library policy of requiring all people including children to wear a mask once the library can admit patrons), 3) School Board conducted its first in-person meeting in July, and 4) robotics program is under consideration and not yet approved.
- C. Foundation Report: PThomsson – none. MFerrante asked about holding the new neighbor event very soon as we have two years of new residents. He has added 125 new names to the foundation database. Suggestion made to hold event at same time of school Fall Festival in mid October. Will research. Also discussion of “DONOR WALL” and ideas for it along with need to re-verify all the brick orders.

7. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –none
- 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 - Need to update policy on requirements of open public meetings and vote on wording for policy manual.
- D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher – none.
- 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, Marilyn Mullen –DCarroll noted DKlimek’s work to date on social media.

8. OLD BUSINESS –

- A. ADA Compliance – see above President report.

9. NEW BUSINESS –

- A. Construction schedule – KVenanzi noted it has been received.
- B. Cranbury Day - KVenanzi and MMullen noted that Library’s emphasis will be on the new building with lots of communications. Proposal to have a “post-it” board for people to leave notes on what they would like to do in the new library. Will also post history of library funding. Will obtain groundbreaking video from AHuang to show at library table. Board and Foundation members will help staff the table.

10. CORRESPONDENCE – none.

11. OPEN DISCUSSION PERIOD and/or PUBLIC COMMENT - none

12. ADJOURNMENT – At 7:59pm motion to adjourn DCarroll, second MFerrante. All vote yea, none opposed, motion carries unanimously.