

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Thursday, November 12 at 7:00 p.m.
Via Zoom Conference Call

1. 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: November 9, 2020 notice for this meeting was sent to the Cranbury Press, Home News Tribune, and Township Clerk and posted in the Public Library.

2. INTRODUCTION OF BOARD OF TRUSTEES – call to order at 7:08pm

Kirstie S. Venanzi, President - present	Ira Negin – present
Andre Mento, Vice-President - present	David Carroll - present
Dave Fletcher, Treasurer - present	Fred Dennehy – present
Patty Thomsson, Secretary - present	
Matt Scott, Mayor – present	
Amy Dixon, Chief School Administrator’s Representative - present	

Also to be present:
Marilynn Mullen, Director – present

3. CONSENT AGENDA:

- Action on the minutes of the 09/17/20 and 10/09/20
- Action on Bills List for month ending 10/31/2020.
One inquiry from INegin on \$10K expense for trailer plans. MMullen will hold back check payable to Cranbury Township until further research into billing by Town Planner and other retained parties. Motion to Approve Consent Agenda: DFletcher, Second: AMento. All vote yea, no opposition. Motion passes, vote unanimous.

4. TREASURER’S REPORT:

- Report - Budget and Operating Status as of 10/31/2020 – per submission. One inquiry on “miscellaneous” items. Identified as security deposits for the rentals in connection with the temporary library.

5. PRESIDENT’S REPORT: Kirstie Venanzi – per submission. Noted that several attended the NJ Library Trustee Institute training (via zoom) and that we will be reexamining our COVID policies for publication. MScott recommends also incorporating NJ State guidelines.

6. DIRECTOR’S REPORT: Marilynn Mullen – per submission. Noted that grant has been officially awarded and printed document circulated to Trustees. There have been no glitches with the opening of the pocket library in the PCB building on Nov. 9th. All staff happy. While no space for public to sit and read, plenty of space now for more materials. Comcast internet service will be up as of Nov. 12th. Uncertain if WIFI availability outside of library for public access, but will investigate.

7. TECHNOLOGY SPECIALIST REPORT: Marilyn Mullen - per submission.

8. REPRESENTATIVES’ REPORTS:

- Mayor’s report: Matt Scott – NJ Construction Bond Act grant to Cranbury Library is the big news! MScott reelected to Cranbury Township Council on Nov. 3. EDAC (Economic Development Advisory Committee) moving ahead.
- School Administrator’s Representative: Amy Dixon –Reported that Cranbury School closed Nov 12th for a 14-day quarantine period due to two COVID cases occurring within NJState guidelines. School will resume entire remote operations. No decision yet if School will return to a hybrid system on December 4th. Noted that “some” Cranbury Library books have been returned by students.

9. TRUSTEE COMMITTEE REPORTS

- Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll – discussion tabled for closed session.
- Finance: Chair- Dave Fletcher, Andre Mento, Ira Negin, David Carroll – 2021 budget process

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underway

- Policy and Planning: Chair– Ira Negin, Kirstie Venanzi, Patty Thomsson, Fred Dennehy - COVID policies and procedures for temporary library spaces under review.
- Nomination and Elections: Chair– Andre Mento, Dave Fletcher – none.
- Special Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy –New library building planning will ramp up soon now that grant has been awarded.
 1. Special Public Relations Committee: Chair –Andre Mento, Amy Dixon, David Carroll, Patty Thomsson –CMA work halted for one month. Discussed resuming December messaging now that grant has been awarded.

10. OLD BUSINESS – none

11. NEW BUSINESS - “Odd Fellows Hall”/PCB building and access ramp for ADA compliance. Discussion on ramp placement options and costs and agreement with neighboring Sweetwater. MScott proposed a new “sandwich board” to be placed on Main Street. MMullen noted that single parking space in front of pocket library marked for temporary/10-minute parking would be ideal and asks that Township support this designation.

12. CORRESPONDENCE -Office of Assemblyman Wayne D’Angelo notified the Library of the grant award. (There will not be any funds distribution until grant are voted on by entire NJ Assembly and Senate 11/16 and presented to Governor Murphy for final signing on closely thereafter.)

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

14. CLOSED SESSION – At 8:13, motion to move to closed session is made by MScott, Second: KVenanzi.

ROLL CALL: All vote yea, no opposition. Motion passes, vote unanimous. At 8:38pm motion to end closed session by MScott, Second INegin. All vote yea, no opposition. Motion passes, vote unanimous.

15. ADJOURNMENT – At 8:39pm motion to adjourn by MScott, Second INegin. All vote yea, no opposition. Motion passes, vote unanimous.