

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Thursday, October 9 at 6:00 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: October 6, 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 –

Kirstie S. Venanzi, President - present

Ira Negin – present for open session only

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. CLOSED SESSION

At 6:03 pm motion to move to closed session to discuss potential legal and contractual issues. Motion to approve: FDennehy, Second: DFletcher. No opposition in vote. Motion passed, vote unanimous.

At 6:30 pm motion to move out of closed session. Motion to approve: AMento, Second, DFletcher. All vote yea, no opposition. Motion passes, vote unanimous.

At 6:37 motion to authorize Board President KVenanzi to sign a lease with PCB Home that is agreeable to our attorney and FDennehy and includes provisions for a ADA-compliant ramp within a reasonable range of cost. Motion to approve: DFletcher, Second: AMento. MScott moved to amend the motion to include a lease term up to two years. Motion to approve: MScott, Second: DFletcher. ROLL CALL: Venanzi, Mento, Fletcher, Scott, **Dixon, Negin, Carroll, Dennehy, Thomsson all yea. Motion passes, vote unanimous. A follow-on resolution was passed to withdraw the application for the trailer lease provided the PCB lease is finalized.**

4. CONSENT AGENDA:

A. Action on the minutes of the September 9, 2020

B. Action on Bills List for month ending 9/30/2020.

Motion to Approve Consent Agenda: DCarroll, Second: INegin. All vote yea, no opposition.

Motion passes, vote unanimous.

5. TREASURER'S REPORT:

A. Report - Budget and Operating Status as of 9/30/2020 – per submission. DFletcher commented that the Township appropriation came in 10/9 and therefore is not recorded in this end of third quarter report. State Aid money also just received and will be recorded in end of October statement. Finally, the Cranbury Library's 2021 appropriation will be an increase of 10.2% over 2020 for a total of \$667,829.

6. PRESIDENT'S REPORT: Kirstie Venanzi – per submission

7. DIRECTOR'S REPORT: Marilynn Mullen – per submission

8. TECHNOLOGY SPECIALIST REPORT: Marilyn Mullen - per submission

9. REPRESENTATIVES' REPORTS:

A. Mayor's report: Matt Scott – none (MScott departed at close of closed session).

B. School Administrator's Representative: Amy Dixon –Reported that Cranbury School will open on a hybrid basis beginning Monday, 10/19. The Cranbury School and CPL are working together to

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retrieve all CPL materials in hands of Cranbury School students. (Note: Approximately 200 books are not accounted for a total cost of about \$2-4000.) Plan to arrange for all Cranbury students to obtain library cards mentioned to Cranbury School Board but response unknown at this time.

10. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll –On September 28th KVenanzi presented Owen Dennehy a framed certificate of his 30 years of service along with a gift card of \$100 for Cranbury Pizza/Americana Diner. The Cranbury Township will announce a resolution on Owen’s service at its next meeting in October.
- 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 - none.
- D. Nomination and Elections: Chair– Andre Mento, Dave Fletcher – KVenanzi noted that while we have no Trustee openings for 2021, we do have three people interested in applying for a position if one comes available.
- E. Special Facilities Development/Task Force: Chair – Kirstie Venanzi, Andre Mento, David Fletcher, Fred Dennehy –none
- F. Special Public Relations Committee: Chair –Andre Mento, Amy Dixon, David Carroll, Patty Thomsson – See attached CMA report. Question to committee as to whether CMA retainer should be placed on hold for next four months while CPL still not fully in operation and would save monthly fee of \$750. KVenanzi to follow up and report back at next meeting.

11. OLD BUSINESS

- A. Library Sites and Operations – see Director’s Report
- B. New Jersey Library Construction Bond Act – Hear from Assemblyman DeAngelo’s office the Bond Act is still moving forward. Show be announced this month.

12. NEW BUSINESS

- A. 2021 Calendar – MMullen presented proposed open/close dates for CPL for 2021. Motion to approve the calendar as presented. Motion: AMento, Second Negin, all vote yea, no opposition. Motion passes, vote vote unanimous.

13. CORRESPONDENCE - none

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

15. ADJOURNMENT – At 7:08pm, motion to adjourn is made by DCarroll, Second: AMento,. ROLL CALL: All vote yea, no opposition. Motion passes, vote unanimous.