

CRANBURY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

**Thursday, April 9, 2020 at 7:01 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: On April 6, 2020 notice for this meeting was sent to the Cranbury Press, Home News Tribune, Township Clerk and posted in the Public Library.

2. INTRODUCTION OF BOARD OF TRUSTEES –

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 - absent	
Amy Dixon, Chief School Administrator's Representative - present	
Also to be present:	
Marilynn Mullen, Director - present	

3. CONSENT AGENDA:

- A. Action on the minutes of the March 12 meeting
- B. Action on Bills List for month ending 3/31/2020
 - Motion to Approve: DFletcher Second: INegin
 - ROLL CALL: Venanzi, Mento, Thomsson, Fletcher, Dixon, Negin, Dennehy, Carroll – all yea
Scott absent. Motion passed with eight yea votes.

4. TREASURER'S REPORT:

- A. Report - Budget and Operating Status as of 3/31/2020

5. PRESIDENT'S REPORT: Kirstie Venanzi

See attached President report. Also KVenanzi referenced recent communications between the Library and Cranbury School. Personnel committee will meet to further discuss plans for collaboration between parties on COVID-19 procedures.

6. DIRECTOR'S REPORT: Marilynn Mullen

See attached. MMullen also confirmed that deadline for NJ Library Construction Bond application has been pushed back to June 5 in connection with COVID-19 restrictions. MMullen reminded all Board members to file their "Financial Disclosure" form by the end of April 2020. MMullen reported that CMA (marketing firm retained for PR campaign) will launch the online program on Monday, April 13.

7. TECHNOLOGY SPECIALIST REPORT: Marilynn Mullen

See attached report

8. REPRESENTATIVES' REPORTS:

- A. Mayor's report: Matt Scott - none
- B. Chief School Administrator's Representative: Amy Dixon – Update on school closure

9. TRUSTEE COMMITTEE REPORTS

- A. Personnel: Chair–Patty Thomsson, Kirstie Venanzi, David Carroll – only comment from KVenanzi requesting meeting in next week to discuss Library/School matter referenced in President's report
- 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 - none
- 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 - none

10. OLD BUSINESS - none

11. NEW BUSINESS

- A. MMullen provided an update on the NJ Library Construction Bond Act.

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MEETING MINUTES

B. MMullen presented compensation proposal for part-time staff (see attached document).

Motion to approve: AMento, Second DCarroll

ROLL CALL: Venanzi, Mento, Thomsson, Fletcher, Dixon, Carroll - all yea. Dennehy and Negin recused themselves from the vote. Motion passed with six yea votes. Compensation plan approved for month of April and will be revisited at May Board meeting for needed continuance.

12. CORRESPONDENCE – MMullen reported on letter from Cranburian, James Fahey, complimenting Cranbury Library's response and ongoing actions during COVID-19 crisis compared to other local libraries.

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

14. ADJOURNMENT 7:53 p.m.

Motion: DFletcher Second: AMento