

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, February 23, 2023

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:06 pm at the Cranford Public Library. A roll call was held to take attendance.

Present:

Trustees: Pat Pavlak, Beth Rees, Mai Reitmeyer, Susan Burke, Kate Rappa, Matthew Jackson

Cranford Schools Representative: Arline McCloskey

Staff: Judy Klimowicz

Absent: Wayne Hayes (excused) Mayor Brian Andrews: Township Representative (excused)

Members of the Public: None

Open Public Meeting Announcement:

Library Director Pat Pavlak opened the meeting with:

“The requirements of the New Jersey Open Public Meetings law have been satisfied by the notification of the Star Ledger, the Union County Local Source, the Westfield Leader, TV35 and the office of the Township Clerk of the date, the time, and the place of the meeting, and by posting the same information on the library website and in the library.

The public may participate in this meeting only during the public portion, which takes place near the beginning of the meeting.”

Minutes of the Previous Meeting:

There was one correction to the January minutes- The Interim Township Administrator/Police Chief’s last name is spelled “Greco”.

Kate made a motion to approve the January meeting minutes, Mai seconded. All present at the January meeting approved the minutes.

PUBLIC COMMENTS:

No comment

COMMUNICATIONS:

None

PRESIDENT'S REPORT

The Library Board had been invited to participate in a township committee meeting to discuss capital requests. As it conflicted with the regularly scheduled monthly Trustee meeting, it is hoped we can attend a workshop meeting to discuss our request.

DIRECTOR'S REPORT:

The new director of LMXAC will visit our site in the spring. The library employees will use emails assigned by LMXAC. Employees are encouraging patrons to bring in their library cards for updating. Citizens Bank has taken over Investors Bank, where our fine account is held. The Board agreed to discuss closing this account next month, as it is no longer used for fine collection. Issues relating to tutoring and the teen area has been brought up by patrons and they were given information about our monthly meetings to give them an opportunity to address the Board. It was noted the Library has a tutoring policy.

ASSISTANT DIRECTOR REPORT:

Covered during Director's report

TREASURER'S REPORT:

The Treasurer reviewed the bills, and all are in order. Matt made a motion to accept the February bills, Beth seconded. A roll call vote was held and all present voted "yes" to approve the February bills

COMMITTEE REPORTS:

Finance:

Covered during President's report

Building & Grounds:

The front door was temporarily fixed, and lights repaired over the handicap ramp. A changing table has been added to the general use bathroom on the 2nd floor.

Personnel:

The applications for the Director position are being reviewed.

Grants & Gifts:

None

Liaison to the Friends of the Library:

The next Book Sale is April 20-22, 2023. The Friends will sponsor a staff appreciation luncheon on February 25. Their scholarship is being publicized, and staff members and Cranford residents are eligible. They approved upcoming programs, to replenish the seed library, and replace materials used during Storytime.

Policy:

Wayne has resigned as chairperson. Any Board member interested in the position, contact Pat.

Public Relations:

There has been good press coverage of events

Strategic Plan:

No

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

OLD BUSINESS:

None

ADJOURNMENT:

Susan made a motion to adjourn the meeting, Kate seconded. The meeting was adjourned at 8:02 pm

Respectfully submitted,

Arline McCloskey

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Secretary

