

**Cranford Public Library Board of Trustees
Regular Meeting – September 26, 2019**

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President Pat Pavlak at 7:10 PM in the Cranford Public Library.

Present:

Trustees: Dr. Wayne Hayes, Ann Darby, Pat Pavlak, Dr. Beth Rees

Staff: Michael Maziekien, Judy Klimowicz

Absent:

Susan Burke, Commissioner Patrick Giblin, Arline McCloskey, Matthew Jackson, Kate Rappa

Open Public Meeting Announcement:

President Pat Pavlak stated that the requirements of the New Jersey Open Public Meeting Law had been satisfied by the notification of the *SUBURBAN NEWS, THE UNION COUNTY LOCAL SOURCE, THE WESTFIELD LEADER, TAP INTO CRANFORD, TV 35* and the office of the Township Clerk of the date, time and place of the meeting and by posting the same information in the Cranford Public Library.

Minutes of the Previous Meeting:

Because there was no quorum, the minutes could not be approved.

PUBLIC COMMENTS:

None.

COMMUNICATIONS:

The auditor's report was received. There were no new notes from last year's report. The only areas of non-compliance are common to all government agencies. There were no recommendations. Due to the lack of a quorum, there was no move to accept the report.

PRESIDENT'S REPORT:

Pat noted that at last night's LUCC reception, Cranford received an award for the Community Story Hours that Lauren had conducted – kudos to her. Upcoming events in which the Library will participate are the Scarecrow Stroll and the Rubber Ducky Races. Michael will send out a press release noting the award. Applications for the state construction grant should be out on November 1 and due back at the end of January 2020, with the awards to be made in April 2020, subject to change. There is still concern about the square footage cost and the number of libraries applying.

DIRECTOR'S REPORT:

Michael reported that Tuesday night's Social Media program filled up quickly. He will propose that the Friends fund a full multi-week session. He noted that there are two items requiring a Board vote that were to be discussed. One is the payment to Polaris for

the ILS, and the second regards the job description for custodian and for principal librarian. A discussion ensued about calling an emergency meeting to deal solely with the resolution to pay the ILS bill and general bills. Michael noted a drop in August circulation of almost 2000 items. He hopes current outreach efforts will reverse this. Social media activity was steady or up, especially Hoopla. Ron and Michael visited the Senior Club at the Community Center and may also take advantage of their newsletter to promote services. Notable PR events included the Summer Carnival and the Jimi Hendrix program. There are many events coming in October. One is a series with Prevention Links in Roselle, in conjunction with the Community Center, on addiction and mental illness.

TREASURER'S REPORT:

None.

COMMITTEE REPORTS:

Building & Grounds:

The casements outside the basement windows have still not been cleaned, but a quote has been accepted. Installation of a new light switch at the foot of the stairs to the mezzanine has not been done, but a quote has also been accepted for that work. The renovation of the teen space is under way. Beth noted the possibility of a tv donation from her family depending on the size of the space. There are now two lights out in the parking lot. DPW has been called again. The painted stop sign on the driveway is fading. HBO used the parking lot (as well as the Community Center) for filming for two days.

Finance

None.

Personnel:

There have been two negotiation meeting with the union so far.

Grants & Gifts:

None

Liaison to Friends of the Library:

The Friends' one-day book sale held on August raised \$4900. Afterwards they donated 361 boxes of books. They have five book sales scheduled for 2020, all to be held over three days, Thursday through Saturday. Due to Michael's absence from their last meeting, they tabled funding requests except for one museum renewal. Friends Appreciation week county breakfast will be held on October 19. The Grounds for Sculpture is discontinuing library passes. The next book sale will be held on October ninth through twelfth.

Policy:

None, but mobile hot spots may be coming, requiring a policy for their use.

Public Relations:

Noted in Director's Report.

NEW BUSINESS:

None.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

OLD BUSINESS

None.

ADJOURNMENT:

Wayne moved, and Ann seconded, to adjourn at 8:45 PM.

An emergency meeting is planned for Wednesday, October 2, to approve a resolution to pay the ILS invoice.

Respectfully submitted,

Judy Klimowicz
For Arline McCloskey, Secretary