

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, April 28, 2022

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:02 PM via Zoom

Present:

Trustees: Pat Pavlak, Arline McCloskey, Mai Reitmeyer, Matthew Jackson (arrived at 7:11pm), Susan Burke, Beth Rees, Kate Rappa, Wayne Hayes

Staff: Michael Maziekien, Judy Klimowicz

Absent: Commissioner Mary O'Connor (excused)

Members of the Public: None

Open Public Meeting Announcement:

President Pat Pavlak opened the meeting with:

“Pursuant to the Open Public Meetings Act, notice of the meeting has been given at least 48 hours in advance to the Suburban News, the Union County Local Source, the Westfield Leader, posted on the Cranford Public Library Website, posted on the front door of the Cranford Public Library and filed with the Township of Cranford Clerk. The public may participate in this meeting only during the public portion, which takes place near the beginning of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the chair, you will unmute your microphone/video. Members of the public who are attending the meeting via phone call must hit *9 on their phone keypad to raise their hand to be recognized. Upon recognition by the Chair, they can unmute/mute their audio on their phone keypad. Individuals addressing the board must give their name and address in an audible tone and will have five (5) minutes to make their statement.”

Zoom Link:

us02web.zoom.us/j/88375846385?pwd=NnN5bUw4K3JaZmJmWlhGSHRqRExGUT09

Minutes of the Previous Meeting:

Beth made a motion to accept the March minutes, seconded by Mai. Members of the Board that were present at the March meeting all voted by roll call “Yes” to accept the minutes.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

None

PRESIDENT'S REPORT

Reminded members to submit the financial disclosure form due to the Township by April 30.

Commented [KM1]:

DIRECTOR'S REPORT:

Michael noted the usage of eLibraryNJ continues to be very strong, and he will continue to publicize new databases that are available. The teen space will be dedicated to the memory of Fran Houston on June 11. A program is planned that will include Ibi Zoboi, the author of *American Street*.

The library county wide sponsored speaker series continues, see the calendar for information. Books on reserve will be moved behind the circulation desk Michael is working with Polaris to transfer data in anticipation of joining LMxAC, in late July. There will be a series of two data extracts at a cost of \$9,000. A web site designer will be utilized to assist with the library's redesigned web site. Sites of other libraries are being looked at for design inspiration.

ASSISTANT DIRECTOR REPORT:

Outdoor Storytime will begin soon.

TREASURER'S REPORT:

Kate reviewed the bills and all is well. Wayne made a motion to pay the bills, Matt seconded. A roll call vote was held and all present voted "yes" to pay the bills. At the May meeting the \$30,000 township charge for services will be discussed with a township official in attendance.

COMMITTEE REPORTS:

Finance:

No report

Building & Grounds:

The Township attorney has asked for an update copy of grant proposal.

Personnel:

Michael proposed that a new position be created entitled: Principal Librarian Head of Access Services- primarily because the nature of circulation has changed and requires a significant level of technology knowledge. The candidate will play a

pivotal role in the transition to the new system and challenging long-term responsibilities outlined in the job description sent to the Board. Susan motioned for the new position to be created and the job opening be posted on usual sources. Wayne seconded and all Board members voted in favor.

Grants & Gifts:

Rhonda and David Trietsch donated \$50.

The Wednesday Morning Clun donated \$200.

Lauren Antolino received a grant from American Water for a Native Seed Grant

Liaison to the Friends of the Library:

The new slate of officers has been presented and Susan Dahl will serve as President. They are planning a Trivia Fundraiser. The group approved upcoming programs and have received 2 applications for their scholarship.

Policy:

No report

Public Relations:

Notices of events are being sent to usual sources. Have received good coverage in Tapinto Cranford.

Strategic Plan:

The committee has finalized their plan and have submitted to the Board for review and will vote to accept updated Strategic Plan at the May meeting.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A staff member wishes to donate a piece of art work to the Library. Michael showed a digital image of artwork, and Board accepted donation. It will be displayed on the 2nd floor.

OLD BUSINESS:

None

ADJOURNMENT:

The Board will meet in person in the Raddin Room at the next regularly scheduled meeting.

Susan made a motion to adjourn. The motion was seconded by Wayne all Board members present voted in favor. The meeting was adjourned at 7:47 pm.

Respectfully submitted,

Arline McCloskey

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Secretary