

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, January 25, 2024

The regular meeting of the Cranford Public Library Board of Trustees was called to order by President Susan Burke at 7:15 pm and attendance was taken by roll call.

Present:

Trustees: Sanjeevane Vidwans, Kathleen Reilly Streicher, Mai Reitmeyer, Susan Burke, Kate Rappa, Beth Rees, Matthew Jackson
Cranford Schools Representative: Arline McCloskey

Staff: Judy Klimowicz, Kathryn Cannarozzi

Absent: Mayor Brian Andrews (excused)

Members of the Public: None

Open Public Meeting Announcement:

The meeting was opened 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:

Mai made a motion to approve the previous month’s minutes, Matt seconded. The minutes were approved by all who were present at the December meeting. The two new members abstained.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

None

PRESIDENT'S REPORT

Susan reminded the Board that 7 hours of continuing education annually is required from the Board as a whole, not individuals. On March 23 the State

Library Trustee Association will offer a webinar on new trustee training, A recording will be available for the training. Strategic Plan training will be given online in April and May. If interested, speak to Kathy.

A lawyer representing the Methodist Church approached the Library about selling a building as a possible site for a Children's Library. They are also interested in selling their parking lot. Kathy and Steve (Community Center Director) will discuss feasibility of parking lot sale.

DIRECTOR'S REPORT:

PSE&G will install new lighting in March, Work will be done before the building opens to the public. A mechanical engineer is looking at the HVAC system.

The quotes for repairing/replacing the inoperable door were sent to the Township. Discussion was held on the cost and it was noted that the doors will be replaced during the new construction.

Kathy sent Board members proposed logos and it was determined to use one that is like the one that appears on the newly purchased supply of library cards.

The new website should be launched by the end of February.

The Library is working with the Cranford OEM on using the Community Center as an emergency shelter. It was noted that it was used during previous hurricane and library personnel supplied books and assistance through the night.

Unfortunately, the library has been the victim of pranksters, as have other area libraries. According to policy, the police will be called immediately to handle the situation. Photographs of known pranksters are at the circulation desks.

Zoom is not working within the library building. Kathy is asking Lifeline for their help, and will ask the Community Center for their tech support services to resolve the issue.

Discussion was held on a way to honor Past President Pat Pavlak for her years of service to the library.

ASSISTANT DIRECTOR REPORT:

Covered during Director's report

TREASURER'S REPORT:

The Treasurer reviewed the bills, and all are in order.

Beth made a motion to accept the monthly bills, Kathleen seconded. A roll call vote was held and all present voted "yes" to approve payment of bills owed.

The budget has been sent to the Township for approval. Matt and Kathy will attend the Township budget committee meeting.

COMMITTEE REPORTS:

Finance:

No update on the Shared Services Agreement.

Building & Grounds:

Discussed during Director's Report.

It was decided to use the architectural firm of Arcari & Iovino for the construction project. Sanjeevane spoke to the firm and reported of the services they will give the library throughout the construction process.

Personnel:

Union negotiations are still in progress

Grants & Gifts:

Kathy applied for a grant from Union County to pay for a community dark room and monies to help pay for the Theater project. The library received \$3,000.

Liaison to the Friends of the Library:

Mai gave an overview of the Friend's activities to the new members. The group approved funding for upcoming programs including the Summer Reading and Writing Programs.

Policy:

None

Public Relations:

There has been good press coverage of events

By Laws:

None

Strategic Planning:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

OLD BUSINESS:

There has been no feedback on the Book Sanctuary resolution passed last month.

ADJOURNMENT:

Mai made a motion to adjourn the meeting, Kate seconded. The meeting was adjourned at 8:25 pm.

Respectfully submitted,

Arline McCloskey

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Secretary

