

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

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:08pm at the Cranford Public Library and the Secretary took attendance by roll call.

**Present:**

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

Cranford Schools Representative: Arline McCloskey

Township Representative: Mayor Brian Andrews

Staff: Judy Klimowicz

**Absent:** none

**Members of the Public:** Cherish Holder, Kevin Horton

**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:**

Susan made a motion with one correction-Pat Pavlak’s role on the Board is President -to approve the February meeting minutes, Mai seconded. All present at the February meeting approved the minutes. Mayor Andrews abstained.

**PUBLIC COMMENTS:**

Kevin and Cherish offer STEM programs and are interested in the programs that the Cranford Library offers. Pat suggested they look at the Cranford Library website to see the various programs on the activity calendar and that Judy is a contact source.

**COMMUNICATIONS:**

Communication was received from a resident concerned with the safety issues in the parking lot in particular with the faded directional arrows and signage painted on the asphalt. Her concerns were forwarded to Chief Greco.

A Community Center employee voiced concerns if a lead paint inspection had ever been done. There is no record of such an inspection, but because of the age of the buildings there should not be a lead paint concern

### **PRESIDENT'S REPORT**

None

### **INTERIM DIRECTOR'S REPORT:**

The monthly reports have been sent to Board Members.

### **ASSISTANT DIRECTOR REPORT:**

Covered during Director's report

### **TREASURER'S REPORT:**

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

Wayne made a motion to accept the February bills, Matt seconded. A roll call vote was held and all present voted "yes" to approve the February bills

The Treasurer noted that the balance in the closed Trust Fine bank account has been put in the bank account that pays for ordered books. (See Finance Committee Report)

### **COMMITTEE REPORTS:**

#### **Finance:**

Matt read a resolution for closing the Trust Fine bank account, Kate seconded:

**"BE IT HEREBY RESOLVED** by the Board of Trustees of the Cranford Public Library at a meeting held March 23, 2023, that the library will close the Trust Fine Bank Account at Citizen's Bank since fines are no longer collected for overdue books."

A roll call vote was held to close the Trust Fine bank account and all present voted yes.

### **Building & Grounds:**

Chef Greco (acting Township Administrator) approved the request to repair the front steps and railing and a contractor has been hired. The town will be contacted about repainting parking lot signage as requested by a communication.

### **Personnel:**

The Library received 18 applications for the Director's position. The search committee interviewed 6 and then 2 for a second interview before deciding on a final candidate.

Susan made a motion to go into Closed Session at 7:24pm, Kate seconded.

Susan made a motion to go back into Regular Session at 7:37pm, Kate seconded.

Susan made a motion to hire Kathy Cannarozzi as the new Library Director at a salary as discussed at Closed Session, with a starting date of May 1. A roll call vote was held with all present voting yes to accept the committee's choice of candidates.

Pat thanked Judy for her role as Acting Director in the interim.

### **Grants & Gifts:**

None

### **Liaison to the Friends of the Library:**

The Friends plan to create a tote bag with a design created through a teen contest. A fundraising dinner at the Deutscher Club in Clark will be in November. The Volunteer Appreciation/Staff luncheon was held on February 25 and 34 attended the event. All programs are well attended and money was approved for future planned events.

### **Policy:**

Wayne has stepped down as chair of the committee. Pat will be the new chair

### **Public Relations:**

There has been good press coverage of events

### **UNFINISHED BUSINESS:**

The Board received an accounting from the Township on our Shared Services. It was forwarded to the Board Attorney who has reviewed the document. Mayor Brian Andrews asked the Board to consider funding this year's payment to the Township for our Shared Services. Discussion was held over this year's payment.

Wayne made a motion to pay \$30,000 to the Township for our Shared Services for one year contingent on review of the accounting recently received. Matt seconded. A roll call vote was held and all voted yes to pay the Township \$30,000 for this year's Share Services.

Pat will send board members the attorney correspondence.

Mayor Brian Andrews has been in discussion with Congressman Payne and Senator Booker's offices regarding possible funding for the library expansion through a community project bill. He is also reaching out to NJ Governor Murphy's office for possible grants.

**NEW BUSINESS:**

None

**OLD BUSINESS:**

None

**ADJOURNMENT:**

Mai made a motion to adjourn the meeting, Susan seconded. The meeting was adjourned at 8:15 pm

Respectfully submitted,

***Arline McCloskey***

Arline McCloskey

Secretary