

**CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING – Thursday, October 26, 2023**

The regular meeting of the Cranford Public Library Board of Trustees held via Zoom was called to order by Susan Burke at 7:07 pm and attendance was taken by roll call.

**Present:**

Trustees: Mai Reitmeyer, Susan Burke, Kate Rappa, Wayne Hayes, Beth Rees,  
Cranford Schools Representative: Arline McCloskey

Staff: Judy Klimowicz, Kathryn Cannarozzi

**Absent:** Pat Pavlak, Matthew Jackson, Township Representative: Mayor Brian Andrews (all 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. 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.”

**Minutes of the Previous Meeting:**

Wayne made a motion to approve the previous month’s minutes, Kate seconded. The minutes were approved by all who were present at the September meeting.

**PUBLIC COMMENTS:**

None

**COMMUNICATIONS:**

None

**PRESIDENT'S REPORT**

No Report

**DIRECTOR'S REPORT:**

The building's Boiler and HVAC system has been evaluated by PSE&G and it has been determined the systems are in poor condition. PSE&G has proposed replacing the broken boiler, with cost of replacement to be spread over five years. A roll call vote was held and all present voted to incur the replacement expense to be paid monthly.

Kathy proposed that the Cranford Library become a "Book Sanctuary" This would be consistent with out strategic plan mission statement. The Board will consider the request by the end of the year.

**ASSISTANT DIRECTOR REPORT:**

Covered during Director's report

**TREASURER'S REPORT:**

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

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

**COMMITTEE REPORTS:**

**Finance:**

No Report

**Building & Grounds:**

PSE&G report discussed during Director's Report.

Conversations have begun with the architect and ground breaking may begin within a year.

**Personnel:**

No Report

**Grants & Gifts:**

None

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

The recent Book Sale netted \$6,000 and all slots were filled with interested buyers. The German Dinner fundraiser is November 1. There has been good attendance at all programs and the Friends approved funds for future planned events and donated \$5,000 to the library book budget. There were questions about the front door repair status, and were informed that the town is taking care of this repair.

**Policy:**

None

**Public Relations:**

There has been good press coverage of events

**By Laws:**

None

**Strategic Planning:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

The LUCC reception was held at the Cranford Community Center last evening and Wayne, Judy, and Arline represented the Cranford Library at the well-attended and informative event.

**OLD BUSINESS:**

None

**ADJOURNMENT:**

Beth made a motion to adjourn the meeting, Wayne seconded. The meeting was adjourned at 7:41 pm.

The next meeting to be held via Zoom will be Wednesday, November 15, 2023

Respectfully submitted,

***Arline McCloskey***

Arline McCloskey

Secretary

