

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING –

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:05 PM in the Cranford Public Library.

Present:

Trustees: Pat Pavlak, Ann Darby, Dr. Wayne Hayes, Arline McCloskey, Susan Burke,

Staff: Michael Maziekien, Judy Klimowicz

Absent: Judy Panagakos, Commissioner Giblin, Kate Rappa, Joe Starkey,

Open Public Meeting Announcement:

President, Patricia 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*, 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:

A motion was made by Susan to accept the minutes of the previous regular meeting. The motion was seconded by Wayne. Members of the board that were present all voted yes to accept the minutes as presented.

COMMUNICATIONS:

None.

PRESIDENT'S REPORT

Pat attended Legislative Days in Washington DC. She had the opportunity to speak with Chris Smith and Leonard Lance. She noted that fortunately our representatives in Washington are supportive to libraries.

Pat and Judy P. went to the annual Legislative Breakfast. They heard information regarding the library construction grant. They feel we are in a good position because the points referred to during the session have occurred: approval of township committee, met with a building consultant, have preliminary plans on paper.

Pat said that Ann Dooley from the Cranford Township committee suggested showcasing our proposed expansion project. Michael arranged to have the preliminary plans enlarged and will display in the library.

DIRECTOR'S REPORT:

Circulation has increased and online activity is strong particularly the Cranford Archive. IDI has included the Burditt Index in the digital archive. Social media and Hoopla remain strong. Michael received word that the Union County Freeholder grant will be offered again this year. He will apply for \$3,550 to fund the children's coding program. He had asked the Friends to contribute to the program cost in the event the grant was not offered this year, but fortunately it is available.

The Annual Report will be completed in time for the June meeting.

Judy K reported that the Children's Summer Reading Program, Libraries Rock, will be funded with a \$5,000 gift from the Friends. Lauren is preparing free programs and there will be a weekly family program on Wednesdays.

Michael is getting the Adult Summer Reading program ready to begin.

There will be 4 concerts this summer for adults.

The Friends donated \$5,000 to the book fund.

Michael noted that he has had positive comments regarding the Saturday hours.

TREASURER'S REPORT:

Michael reported that Judy had reviewed the bills and all were in order. Wayne made a motion to approve the bills. The motion was seconded by Ann. All board members present voted yes to accept the bills as presented.

COMMITTEE REPORTS:

Finance: Michael announced that the Wednesday Morning Club and the Parliamentarians have given donations to the Cranford Library to be used as needed.

Building & Grounds: None

Personnel: None

Grants & Gifts: None

Liaison to the Friends of the Library: Wayne attended the monthly Friends meeting. The fundraiser at the Deutscher Club was a success. They elected their officers. All of Michael's requested were approved.

Policy: The updated policy approved at the last meeting is up on the Library website

Public Relations: Michael reported that coverage has been good regarding library events

Long Range Planning: The Strategic Plan Committee had their initial meeting. Dr. Rubin and Tony Cirillo were approached to appoint representatives to the committee and Kristen Mallon, Board of Education member, and Kathleen Cirillo, Friends of the Cranford Library, were selected. Board members are Pat, Susan, Wayne, Michael and Judy K.

The committee contacted Cranford nursery school parents to invite them to a June 11 meeting to

discuss their needs regarding our town library.

Ann wondered if a survey would assist the committee and Pat recalled the last survey conducted. Pat feels there are other ways to receive input from the townspeople. Susan asked that a meeting reminder be posted on social media and on the library information screen.

Pat noted that another meeting will be held in evening hours.

The committee plans to have a preliminary plan completed by November.

Michael noted that the information gathered will assist with writing the library construction grant.

UNFINISHED BUSINESS: None

NEW BUSINESS: Meeting dates have been adjusted for June and September
New dates are: Wednesday, June 27 and Wednesday, September 26.

OLD BUSINESS: Michael reported that the township committee approved their capital budget, which means that our funding request for the expansion project is approved. Michael will publicize the project.

ADJOURNMENT:

Ann made a motion to adjourn. The motion was seconded by Wayne. The meeting was adjourned at 7:35 PM.

Respectfully submitted,

Arline McCloskey

Arline McCloskey
Secretary

The next regular meeting of the Cranford Public Library Board of Trustees will be held on **Wednesday June 27, 2018** in the Cranford Public Library.