

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, August 9, 2018

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:03 PM in the Cranford Public Library.

Present:

Trustees: Pat Pavlak, Arline McCloskey, Judy Panagakos, Joe Starkey, Susan Burke, Kate Rappa

Staff: Michael Maziekien, Judy Klimowicz

Absent: Ann Darby, Dr. Wayne Hayes, Commissioner Giblin

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 Joe to accept the minutes of the previous regular meeting. The motion was seconded by Judy P. Members of the board that were present all voted yes to accept the minutes as presented.

COMMUNICATIONS:

None.

PRESIDENT'S REPORT

Pat reminded members that the New Jersey State Library Association is offering a 1 day conference on October 27, 2018 in East Windsor. Attendance at this event for Trustee members will help our Board reach the minimum of 7 PD hours required each year. One Cranford Trustee may attend for free. Pat is giving 2 workshops at the conference.

Judy Panagakos and her family are moving to West Virginia. Pat thanked Judy for all of her outstanding work while a member of the Trustees.

Joe agreed to assume the role of Treasurer until the end of the year.

Susan agreed to become the Personnel Chairperson until the end of the year.

DIRECTOR'S REPORT:

Michael reported on circulation statistics and online activity. The missing Cranford Archives

have been loaned to the Library and they will be scanned.

The Library will be closed for 2 Friday afternoons in October in order for the full staff to receive PD training in mental health awareness. The cost of the training is \$2,300 and will be paid for with various funding sources.

The Adult and Children Summer Reading Programs are going very well. The children's programs have been very popular.

TREASURER'S REPORT:

Judy reported that she had reviewed the bills and all were in order. Joe made a motion to approve the bills. The motion was seconded by Susan. All board members present voted yes to accept the bills as presented. Michael noted that the Auditor will be coming soon.

COMMITTEE REPORTS:

Finance: No questions

Building & Grounds: Little information has been received about the State Library Construction Grant

Personnel: The new Young Adult/Programming position has been filled

Grants & Gifts:

Lauren is attending the Freeholder meeting this evening to receive a check for the \$3,500 grant approved to be used toward the Coding Program

The Library received a generous donation from the Ralph Errington Foundation. It was used to purchase 12 Dash & Dot Programmable Robots and Cases, 12 I Pads, and task cards. The robots will be used in the Coding Program and may be available as a patron loan item

Ray & Barbara Lynch donated \$1,000.

Liaison to the Friends of the Library:

The One Day August Book Sale had a \$4,700 profit. The Friends will provide funding for the ongoing concert series and other events coming in the Fall.

Policy:

Millburn Public Library had a request to print a gun in its 3D Printer. They rejected the request because of their written policy. Although Cranford does not have a 3D Printer at this time, Pat will ask Wayne to include similar language in our Policy Handbook.

Public Relations:

Local coverage of events has been good

Long Range Planning:

The committee met this evening prior to the Regular Board Meeting. They have chosen September 14/17/24 at various times for public input. The Library Expansion Plans are on display in the library lobby, and publicity will be done for public information.

The committee will meet again on September 13. Their goal is to have a strategic plan ready to present at the September Board Meeting, with approval at the October Board meeting.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

OLD BUSINESS:

None

ADJOURNMENT:

Susan made a motion to adjourn. The motion was seconded by Joe. The meeting was adjourned at 7:30 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**, September 26, 2018 in the Cranford Public Library.