

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, June 22, 2023

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:12pm at the Cranford Public Library and the Secretary took attendance by roll call.

Present:

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

Cranford Schools Representative: Arline McCloskey

Staff: Judy Klimowicz, Kathryn Cannorozzi

Absent: Mai Reitmeyer (excused) Mayor Brian Andrews

Members of the Public: None

Open Public Meeting Announcement:

Board President 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:

The minutes were corrected to reflect Pat’s role is President not Director. Beth made a motion to approve the May meeting minutes, Susan seconded. All present at the May meeting approved the minutes.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

None

PRESIDENT'S REPORT

Pat and members of the library staff attended the NJLA Conference. The NJLA is supporting a “Sustainable Libraries Initiative.” Discussion was held and the Board

is interested in learning more about the initiative. The Mayor sent his report saying that he is expecting to hear from elected officials concerning potential funding for our grant requests.

DIRECTOR'S REPORT:

The monthly reports have been sent to Board Members

A Book Bicycle will be purchased with funding from the Friends and proceeds from a fundraiser held by Witch Baby, a local business.

A Girl Scout troop has proposed developing a painted rock garden on library grounds, and the Board endorsed the project

Saturday summer hours are 10-2. Discussion was held on changing weekday closing by one hour and adding Sunday hours. No decision was made.

Hoopla usage is still problematic as patrons are exceeding borrowing limits. Kathy is working to resolve issue.

ASSISTANT DIRECTOR REPORT:

Covered during Director's report

TREASURER'S REPORT:

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

Matt 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:

Discussion held on status of Shared Services Agreement

Building & Grounds:

The front steps railing will be installed soon. The parking lot signage has been repainted.

A stump on the library grounds has been removed.

Personnel:

The Head of Access Services has resigned. Interested applicants are applying for the job. Union negotiations are moving forward.

Grants & Gifts:

Donor plaques in the vestibule have been updated to reflect recent gifts more accurately

Liaison to the Friends of the Library:

A Children's Book Sale was held in June, with information sent to school principals. The next sale is in July. The scholarship was awarded to a Cranford library employee. The contest for the tote bag design is ongoing. All programs are well attended and money was approved for future planned events.

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:

None

ADJOURNMENT:

Susan made a motion to adjourn the meeting, Matt seconded. The meeting was adjourned at 8:10 pm. The next meeting is scheduled for July 27, 2023, and several members noted they may be unavailable.

Respectfully submitted,

Arline McCloskey

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Secretary

