

Board of Trustees  
Mireya Alfonso, Pres  
Beth Binde  
Deborah Celey  
Carmen Diaz  
Nilda Gutierrez  
Josephine Marchetta  
Russell Marchetta  
Karen Monus  
Benito Ortiz  
Cecilia Clafien, Emeritus

# New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271 Fax 732-846-0226

## Minutes, Board of Trustees

August 28, 2013 5:00 p.m.

1. Announcement of Compliance with Open Public Meeting. Notice of the meeting was sent electronically to the Home News Tribune and was posted in the library, on the library website, and at City Hall.
2. Call to Order.
3. Roll Call. Present: Binde, Celey, Clafien, Diaz, R. Marchetta, Monus, Ortiz; Excused: Alfonso, Gutierrez, J. Marchetta; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Ortiz (Celey), approved unanimously.
5. Approval of Agenda. Diaz (Celey), approved unanimously.
6. Approval of Minutes of the June 19 Meeting. Celey (Diaz), approved unanimously
7. Approval of Bills. None were presented
8. Committee Reports.
  - 8.1. Finance Committee.
    - 8.1.1. Auditor's Comment. The auditor again expressed concern about the Board's investment of endowment money in AT&T stock and in the SPDR Exchange traded fund which is a fund that, before expenses, generally corresponds to the price and yield performance of the S&P 500 Index. The Board again discussed the safety of these holdings and the low rate of return of Treasury Notes. The matter was referred to the Finance Committee for further study and a recommendation.
    - 8.1.2. Reinvestment of \$50,000 Treasury Note due 9/30/13 paying 3.125% and \$50,000 Morgan Stanley FDIC CD due 11/29/13, paying 5%. The Board discussed the low rate of return of Treasury Notes but did direct Belvin to contact USB and have the proceeds of these two bonds reinvested in Treasury Notes laddered as appropriate. Ortiz (R. Marchetta), approved unanimously.
  - 8.2. Program Committee.
    - 8.2.1. Summer Reading: The Faire was very successful. Belvin noted that he had had concerns about Malvey's suggestion of using the back driveway for everything but that everything fit in the back driveway and the fencing allowed excellent crowd control. Belvin's sons, John and Michael, put in considerable hours making sure the area was clean and neat including putting up temporary fencing. Malvey, Pandey, and Crittenden attended and brought family members to help. The total registration for the Summer Reading Program was 489 children and 69 teens. 187 children reported at least one book or hour of reading along with 30 teens. The children read for a total of 3,778 hours and the teens for 690 hours. Total program attendance, not including Summer Reading Fair, was 615 children and 285 teens (participants in combined ages programming are counted in both counts). During the eight-week program period, there were 15 children's programs, six teen programs, and seven combined programs. There were 46

- children who qualified for Summer Reading Faire and 17 teens. Faire attendance was 175.
- 8.2.2. Adult Summer Reading: There were 43 participants who registered and 112 books read. A decent showing for the first time this was attempted. The winner of the Nook donated by Barnes & Noble was *Redacted at Patron's Request*. She was presented with the Nook during the Board meeting. Belvin praised Chen for her suggestion of the activity and for her successful work in making the first year a success.
- 8.2.3. Flowers with Haitian Heritage: This series of "Plein Air" were sketched in various home gardens in New Brunswick. The artist, Betty Verna Kern, was born in Haiti and grew up both in the Bronx and in Port-au-Prince, Haiti. She will be available at the exhibit's opening day on August 30 from 3:30-4:30 p.m.
- 8.2.4. Los Lienzos de Santa Maria de Zacatepec: The exhibition opens on September 26 with the participation of Mr. Domingo Cruz Salvador in representation of local officials from Santa Maria de Zacatepec and Rosalba Perez Bautista, director of Teatro Tacuate. Anthropologist Bas van Doesburg of the Universidad Autonoma de Mexico (UNAM) will provide a closing talk about the project on October 22, 2013. They are exploring the possibility (if funding permits) of adding one program, tentatively scheduled for Saturday, September 28. The program would feature children's book author and illustrator Duncan Tonatiuh, who would read from his two books, *Diego Rivera: His World and Ours* and *Dear Primo: A Letter to My Cousin*, and possibly teach Mixteco-styled pictographic illustration to the children. See <http://www.duncantonatiuh.com/>.
- 8.2.5. Literacy: SALSA is a partnership between The Collaborative, A Center for Community-Based Learning, Service and Public Scholarship and the Graduate School of Education's Language Education Program. Undergraduate students are prepared through academic coursework to help adults acquire English language and literacy skills. SALSA students serve as conversation partners or small-group facilitators supporting local community organizations offering English as a Second Language (ESL) services. As part of their training, students take a 3-credit Community-Based English Language Education class offered through the Graduate School of Education.
- 8.2.6. Mysteries at the Museum: Mysteries at the Museum hosted by Don Wildman filmed a segment in the Henry Guest House a few months ago. The segment was about the Hall-Mills Murder of 1922. The segment, which will air on Thursday, September 26 at 9:00 p.m. on the Travel Channel (Channel 96 on our local Cablevision), highlights artifacts from the Somerset County Prosecutors Office and an interview with Julie Nomides, the current expert on the case. Mysteries at the Museum showcases America's museums and the often strange and curious remnants of the momentous events that have shaped our history. These iconic museum artifacts help us un-cover who we are and what we have become.
- 8.3. Friend's Liaison. The first Friend's Noontime program will be Music of the Beatles on Wednesday, September 4 from 12:15 until 1:00 pm. as performed by three members of the "Hey Bulldog" band. Belvin attended a get together that Jennie Fischer, the Vice-President of

the Friends of the Library held for the Friends Board members at her home on August 26. The Friends donated two tents for the Faire.

9. Directors Report.

- 9.1. ALA Mid-Winter Conference: The American Library Association 2014 Midwinter Meeting and Exhibition will be at the Pennsylvania Convention Center in Philadelphia from January 24-to 28, 2014
- 9.2. Basement: Belvin has been assisted by Marco Arias and Belvin's son Michael in cleaning out the basement. Belvin reported that between Rutgers volunteers and their own work, two dumpsters had been filled.
- 9.3. Building Emergencies: Belvin showed Crittenden and Ortega the plumbing and electrical controls and cutoffs in both the Henry Guest House and the library. Crittenden will instruct the other librarians as to the locations.
- 9.4. Community Service: Belvin reported that he had been contacted by the probation department of New York City about a placement for a person needing 100 hours of community service for a DWI.
- 9.5. Donation: Camille Thompson submitted an application for a Target Early Childhood Literacy Grant to fund Bi-Lingual Math and Science Story time for summer 2014. We have been awarded a gift of \$2,000 for the program.
- 9.6. Dorothy Key Retirement: Belvin, Crittenden, and three other staff represented the library at Dorothy Key's retirement celebration at the Elizabeth Public Library on August 9.
- 9.7. Henry Guest House Roof: Belvin reported that while investigating a light that was on in the attic he found two leaks, one of which was an actual hole in the roof. He has begun a search for roofers who do wooden shingle roofs. He has also contacted the Engineering Office for the specifications from when it was previously done in about 1991 and the State Historic Preservation about the process of getting approval for the work.
- 9.8. Henry Guest House Shutters: The City Council has approved retaining HMR Architects for the work on the shutters of the Henry Guest House and Buccleuch Mansion.
- 9.9. Maintenance: Belvin said that he had changed the supervision of maintenance from Mrs. Kirkley to Elvin Ortega. After working in the basement for a number of days, he felt that the supervisor had to be someone who could be more involved with more close supervision.
- 9.10. Middlesex County College: Belvin said he had given Evelyn Rosa, the Director of the New Brunswick Center, and Aaron Day, their new librarian, a tour of the library.
- 9.11. Newspaper Digitization: The library had applied for a Middlesex County Cultural and Heritage Commission grant for the preservation of library records some of which date back to the 1800s. In cooperation with the library, the New Brunswick Historical Society applied for a grant to continue the digitization of the New Brunswick newspapers. In order to avoid a conflict of interest concern, the library withdrew its project and make the project with the Historical Society a joint project. The Commission awarded the Society a \$1,940 grant which they will match with a 25% cash match.
- 9.12. NJLA: Belvin has accepted an appointment to the NJLA Public Policy Committee. The committee's 2013-2014 goals are to further develop the proposal for independent library districts and seek legislative support for this and other appropriate options to improve local funding for public libraries and the introduction of a separate state aid bill.
- 9.13. Police: One approach that Belvin and Marchetta had explored with Detective DeBonis, using extra-duty police officers, appears to have run into legal issues. Belvin and Marchetta will meet next week to discuss other options.
- 9.14. Technical Services: Although the room was repainted, there is still a moisture problem on the front wall.

- 9.15. Volunteers: Belvin worked with eight volunteers from Dream 4TK in cleaning out the library basement. With their help, two dumpsters worth of material and thirty paint cans were removed for trash or recycling. Dream 4TK is raising funds for Embrace Kids Foundation by doing a 1,500-mile bike ride to Florida.
- 9.16. Walter Morris: Walter B. Morris of Throop Avenue has allowed the library to scan a number of his photographs. Mr. Morris is a life long resident of New Brunswick and was a track star at New Brunswick High School in the 1950s.
- 9.17. Willowgrove Cemetery: On the evening of August 21, Belvin said he had the pleasure of giving Paul Breitman, the Assistant Vice President, University Services of Princeton University, and his wife, the Bloustein School's Associate Dean, Thea Berkhout, a tour of the Willowgrove Cemetery.
- 9.18. YAAR Meeting: The next Young Adult Adult Reference Librarian meeting will be at the New Brunswick Adult Learning Center on September 26.
10. Unfinished Business.
11. Old Business.
12. New Business.
  - 12.1. LMX Dues. LMX is adjusting their dues schedule since it has been a long time since it was balanced for budget and population. There will be a vote at the Awards Reception and LMX has requested that the respective boards pass a resolution to support the dues structure. Although the total dues income will increase from \$3,600 to \$4,000, New Brunswick's dues will decrease from \$200 to \$150.
13. Other Matters.
  - 13.1. LMX Awards Reception, December 3, at the Pines manor in Edison.
14. Public Comment.
15. Adjournment. Ortiz (Monus), approved unanimously.

**Next Meeting September 25**