

Board of Trustees
Beth Binde, Pres
Mireya Alfonso
Deborah Celey
Carmen Diaz
Nilda Gutierrez
Josephine Marchetta
Russell Marchetta
Karen Monus
Benito Ortiz
Cecilia Clafien (1922-2015), Emeritus

New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271

Minutes, Board of Trustees

August 26, 2015 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,** Diaz presiding.
3. **Roll Call.** Present: Alfonso, Celey, Diaz, Gutierrez, J. Marchetta, Monus; Excused: Binde, R. Marchetta, Ortiz; Staff: Belvin, Crittenden.
4. **Approval of Excused Absences.** Celey (Gutierrez), unanimous.
5. **Approval of Agenda.** Gutierrez (Celey), unanimous.
6. **Approval of Minutes for July 22.** Alfonso (Celey), unanimous.
7. **Approval of Bills.** Postponed.
8. **Committee Reports.**
 - 8.1. **Policy Committee.**
 - 8.1.1. **Long-term Patrons:** Belvin made the Board aware that a patron has complained about being only allowed to borrow two DVDs at a time. He felt that the library should have one set of borrowing rules for patrons who have been using the library for many years and another for newer patrons. He also objected to the fact that if multiple family members have library cards, each could borrow two DVDs.
 - 8.2. **Finance Committee.**
 - 8.2.1. **Auditor's Comments:** The City's auditor has again expressed concern about the investments of the endowment including whether the stocks were donor designated holdings and that the Treasury bills have a term of more than one year in accordance with the provisions of N.J.S.A. 40A:5-15.1. Referred to the Finance Committee.
9. **Staff Presentation.** Kavita Pandey will do a presentation at the February Meeting about the library's ESL activities. Belvin said he hoped to schedule Kim Adams for a presentation on the archives and Joye Crowe-Logan for a presentation on the library's presence on social media.
10. **Director's Report.**
 - 10.1. **Bike Rack:** The City will be installing a bike rack where the old bike rack was.
 - 10.2. **Business Partner:** Another library has inquired about a business partner policy. Belvin had replied to the library that this library allows signs thanking the companies but is reluctant to permit sign up tables etc.
 - 10.3. **Guest Portraits:** The City's insurance advisor concurred that an agreed coverage amount would be reasonable.
 - 10.4. **Henry Guest House Shutters:** The contractor has proposed to fabricate the shutters and the architect has expressed concerns about meeting the quality assurance requirements of the specifications.
 - 10.5. **Just for the Health of It:** Hsien-min Chen and Belvin met with Karen Perry of the East Brunswick Public Library, Jagdish Vasudev of the United Way of Central New Jersey, and Zachary Taylor of the Community Health Consortium of Central Jersey to discuss expanding

the East Brunswick library's Just For The Health Of It project. Their librarians supply information after being certified through the Medical Library Association's Consumer Health Information Specialization Program. All research, with the exception of wellness, requires a diagnosis by a doctor or healthcare provider.

- 10.6. Kiwanis: Rosy Henderson gave a presentation on teen services to the New Brunswick Kiwanis club on August 24.
- 10.7. Latino Americans: The Artist Opening Reception will be Sunday, September 13 at 2:00 p.m.
- 10.8. Literacy: There are five ESL programs this Fall at the library, three conversation groups and two Conversation Cafes. The Wednesday morning Cafe includes children's activities with PRAB. There is also the citizenship group on Monday evenings.
- 10.9. Reference: An example of a reference question the library handles was from a woman who was asking for pictures and more information on the "House of Bruns" which was a soda fountain in New Brunswick in the 1910s and 1920s. She was doing an article on it and hoped to compile a series of articles into a future book. She sent an effusive email praising Kym Kirkley and Jackie Oshman for their assistance.
- 10.10. September is Library Card Signup Month: Hsien-min Chen will be at the Kilmer Square Farmer's Market on September 2 and at the Jones Street Market.
- 10.11. Steam Boiler: The inspector for the insurance carrier detected a leak at the back of the steam boiler. Nastus was contacted to estimate repair / replacement. The boiler is at least thirty-five years old.
11. Unfinished Business.
12. Old Business.
13. New Business.
 - 13.1. The Board expressed its sincere appreciation for the work Sal Salsa has done in beautifying and improving the grounds of the library.
14. Other Matters.
 - 14.1. The Annual LMx Awards Reception will be held on Thursday, December 3 at 5:30 at the Pines Manor in Edison.
15. Public Comment.
16. Adjournment. Celey (Gutierrez), unanimous.

Next Meeting September 23