

Board of Trustees  
Mireya Alfonso, President  
Beth Binde  
Deborah Celey  
Carmen Diaz  
Melanie Ford  
Nilda Gutierrez  
Josephine Marchetta  
Benito Ortiz  
Cecilia Claffen, Emeritus

# New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271 Fax 732-846-0226

Agenda, Board of Trustees

January 25, 2012 5:00 p.m.

Approved February 22, 2012

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: Alfonso, Binde, Gutierrez, Marchetta, Ortiz; Excused: Celey, Claffen, Diaz; Staff: Belvin, Crittenden, DeCicco (part); Henderson (part).
4. Approval of Excused Absences. Ortiz (Marchetta), approved unanimously.
5. Approval of Agenda. Ortiz (Gutierrez), approved unanimously.
6. Approval of Minutes of the December 14 Meeting. Ortiz (Binde), approved unanimously.
7. Approval of Bills. Marchetta (Ortiz), approved unanimously.
8. Committee Reports.
  - 8.1. Finance Committee.
    - 8.1.1. Equities: Committee Report. Although the special committee had not been able to fully discuss the matter the City auditor's comments about the endowment investments, the Board directed Belvin to arrange the sale of the 181 shares of ComCast that were valued at \$23.71 as of December 30, 2011. Ortiz (Gutierrez), approved unanimously.
    - 8.1.2. Treasury Bond. Renewal of \$50,000 Treasury Note that matured December 31. The Board directed Belvin to arrange the purchase of a \$50,000 Treasury Note on the best terms available. Ortiz (Gutierrez), approved unanimously.
    - 8.1.3. The State has modified its library giveback legislation to exclude donations, which now protects the library's endowment via A-3971/S-3110 that was cosponsored by Assemblyman Chivukula. "The board of trustees may receive, hold and manage any devise, bequest or donation heretofore made or hereafter to be made and given for the establishment, increase or maintenance of a free public library within the municipality. Any devise, bequest, or donation made pursuant to this section shall not be deemed surplus or transferred by the board of trustees, pursuant to the provisions of R.S.40:54-15, to the municipality."
  - 8.2. Policy Committee.
    - 8.2.1. Calendar of Board Meetings 2012. Ortiz (Binde)
  - 8.3. Program Committee.
    - 8.3.1. Children's and Young Adult Programs. DeCicco and Henderson presented summaries of the activities they have planned for the children and teenagers. The Board was pleased at the level of activity they have planned and at the qualifications of the two librarians.

8.4. Friend's Liaison. Belvin reported for the Friends that the next Brown Bag Lunch Program will feature Spook Handy and his trio on Wednesday, February 1 at 12:15 p.m. On Thursday evening, February 16 at 7:00 p.m., New Jersey General Assembly Speaker Sheila Oliver will speak. She is the first African-American woman to lead a legislative house in New Jersey. Belvin also reported that he had filled in as the speaker for the Friends when a living history program featuring Bruce Tucker portraying Lt. Commander Wm. N. Jeffers, USN had to be postponed. Belvin presented a PowerPoint program, "A Century of Change: New Brunswick, a Photographic Journey," which is about the history of New Brunswick using photographs taken from the steeple of the Reformed Church and from the top of the National Bank of New Jersey building by Belvin and those done by Isaac Vanderveer. It was very well received.

9. Directors Report.

- 9.1. JerseyCat: The number of Interlibrary Loans we handled remained roughly the same—in 2010, 259 were sent out and our patrons received 357 items from other libraries. In 2011, we sent out fewer items, 225, and got 366 items from other libraries. Besides the clerical and professional work involved, this meant we sent, when combined with our LMxAC holds, 5,047 packages via CD&L. August was our busiest month with 478 packages. June was close behind with 470.
- 9.2. QandANJ: This virtual reference service ended on December 31. At the request of the New Jersey State Library, LibraryLinkNJ had funded this service until the end of 2011, while the New Jersey Library Association's Virtual Reference Task Force investigated other service options and other funding. However, no viable option or funding was found. In 2011, library staff accepted 131 chats (106 for 2010). Jackie Oshman accepted the vast majority, 92 (70%) followed by Joye Crowe Logan who did 26 (20%).
- 9.3. ListenNJ. There were 674 ListenNJ checkouts in 2011 (769 in 2010). There were 42 new patrons using this service in 2011 (39 in 2010).
- 9.4. Bathrooms: Someone made an anonymous telephone call to the Middlesex County Public Health Department about the condition of the public restroom. Susan Gross came to the library on Friday, December 23 and inspected both the adult public rest room and the Children's Restroom. She found them clean with both toilet paper and soap available. The one issue we discussed was the lack of a top on the adult restroom toilet. It had been broken and Belvin was in process of finding a replacement.
- 9.5. Rutgers Campus and Community E-Newsletter is now showing library events.
- 9.6. AudioBooks and EBooks. Effective January 31, 2012, BrillianceAudio will suspend the availability of all download audiobook titles. Despite corporate statements to the contrary, there is concern that about Overdrive's commitment to the long term needs of the library market. BrillianceAudio titles represent 20% of the audiobook circulation and about 20% of the audiobook collection in eLibraryNJ.
- 9.7. Tours of New Brunswick. Belvin supplied a visiting Rutgers faculty with multiple tours of New Brunswick for a class on Historical presentation. He is scheduled to lead a walking tour of downtown on Saturday, February 25 for the New Jersey Bike Walk Coalition.
- 9.8. Math and Science Story Time Series: Bringing Math and Science to Life through Reading and Art for Preschoolers in a Community-based Setting: Rutgers University developed a grant program with awards ranging from \$2,500–\$25,000 to support community-based participatory research in New Brunswick. One of the winners was a program that will be done in collaboration with the library. "This collaboration between the New Brunswick Free Public Library (NBFPL) and Rutgers' National Institute for Early Education Research (NIEER) will design and implement a Math and Science Story Time Series for young children aged 3-6 who speak English or Spanish. The program will use engaging, integrative, community-based learning approaches to address the needs of educationally at-risk youngsters by giving them

access to math and science materials, increasing community awareness and participation in NBFPL programs for young children, enhancing the library's existing resources for use beyond the scope of the project, and providing NIEER with additional effective school-based resources for the community." Alissa A. Lange, National Institute of Early Education Research and Darby DeCicco.

10. New Business.
  - 10.1. Distribution of Materials for the Board. There was discussion about the possibility of distributing materials to the Board members electronically. The negatives discussed were the need for Board members to print out some items and the difficulty of reading some items on various devices. The positives discussed were currency, cost of mailing, staff time, and access for those members who were more electronically oriented. There was a consensus that the Board should receive its materials electronically for approximately two months so that the members could see the impact of the change. Belvin noted that they would continue to distribute paper copy to the Mayor, the School Superintendent, and Mrs. Claflen. An additional paper copy will be produced for the Minutes Book.
  - 10.2. Public Library Association Conference, Philadelphia, March 13 to 17. An Exhibits-Plus Badge purchased onsite for \$35. This special registration entitles you to visit the exhibits at any time they are open as well as to attend the Opening General Session, the All Conference Reception, and the Closing General Session.
11. Other Matters. None.
12. Public Comment.
13. Adjournment. Ortiz (Binde), approved unanimously.