

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

New Brunswick Free Public Library

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Minutes, Board of Trustees

March 28, 2012 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: Alfonso, Binde, Clafien; Excused: Celey, Diaz, Gutierrez, Marchetta, Ortiz; Staff: Belvin, Crittenden.
4. A quorum not being present, no actions were taken.
5. Director's Report: Belvin informed the Board members present about a number of activities and issues.
 - 5.1. Quorum: Belvin noted that he had found in relation to another library that had a question about a quorum the following: "It is our opinion that where an act prescribes a specific minimum number of members to constitute a quorum for meetings, that number must be present in all cases despite any current vacancies in the agency's membership. Similarly, where an act defines a quorum as a majority or larger fraction of "all the members" or of "the authorized members," the number constituting a quorum is a fixed one which remains constant irrespective of vacancies. On the other hand, in those acts where a quorum consists of "a majority of the members" or words to that effect, or where the act says nothing at all on the matter, a quorum means a majority of the actual current membership after subtracting any vacancies...Absent a statute to the contrary, the common law rule in New Jersey and elsewhere is that "a majority of a public body constitutes a quorum... in other words, a majority of the authorized membership reduced by any vacancies." NJ Attorney General's Formal Opinion 3 (1991). If the Board is at full membership, a quorum would be five people, if two positions are vacant due to resignation, a quorum appears to be reduced to four members (seven regular members minus the two vacancies would be five and added to that would be the Mayor and the School Superintendant regardless of whether they have designation an alternate or not).
 - 5.2. Per Capita State Aid. Douglas Petix, the City's Financial officer declined this year to sign off on the "Additional Amounts Expended for Library Operations" since he could not verify the amount. Since the amount would be insufficient to push the library to a higher bracket in Per capita aid, the State Library staff had Belvin submit it without that amount. The amount will be reported in the State Annual Report along with a note.
 - 5.3. Budget. There was a Public Hearing on the budget on March 12.
 - 5.4. Circulation and Registration: Some people have consistently complained that the length of time DVDs may be borrowed for and the limit on the number (two theatrical items) may be out on a patron's card is too restrictive. However, a

longer loan period or allowing a patron to have more than two out would reduce the selection unless we were to increase our spending on purchasing DVDs. The limited selection of new DVDs tends to be another complaint. Another issue was a patron's desire to use their spouse's card when the spouse was not present and to have DVDs on hold transferred from the patron's account to the spouses account. Since our current policy notes that library cards are not transferable, this request was met with a one-time exception.

- 5.5. Meeting Room. An area that we have been unable to meet all requests for use of the meeting rooms are for patrons who are not representing community organizations and governmental agencies since the policy prohibits booking by individuals or commercial operations. Another area where we decline use is for organizations that are doing non-public activities such as staff training or private counseling since all meetings must be open to the public. Another individual we have turned down is a home school parent who wanted to form a book discussion group and chess club for home schoolers.
- 5.6. The New Brunswick Domestic Violence Coalition has contacted Belvin about the possibility of using the library front lawn as a rally point and using Henry Guest House space for organization. They anticipated 175 to 200 people for their march on Saturday, October 27.
- 5.7. Poison Prevention Education: In March, two programs were held one in English one in Spanish. They were conducted by the New Jersey Poison Information and Education System (NJPIES).
- 5.8. Traditional Chinese Culture, Music, and Dance Lecture: Hsien-min Chen has arranged a program for April 7 at 2:00 p.m. on Chinese culture. It will be presented by Shen Yun Performing Arts.
- 5.9. Poetry. To commemorate National Poetry Month, April 2012, the library will publish its 14th annual Poetry Month Celebration Anthology. Poets whose work is chosen for the Anthology will be invited to read at the Library's Poetry Celebration on Monday, April 9, at 7:00 p.m. The deadline for submissions is Friday, February 24.
- 5.10. Holi Festival. The Rutgers Indian Graduate Student Association will be organizing the entertainment for this as they have in the past. They have requested that after the entertainment, they would like to have a traditional colors celebration on the front lawn. The area will be delineated with caution tape so that non-participants will not be involved.
- 5.11. New Brunswick in Motion. The fifth annual photography contest's theme is "New Brunswick in Motion. Photographs entered in the contest will be displayed in an exhibition at the Heldrich Hotel and at the library. On Friday June 8 at 6:00 p.m., there will be a reception where the winners will be announced. Three programs accompany the contest.
- 5.12. Friend's Liaison. The next Friends program will be a presentation by Councilwoman Betsy Garlatti on April 4 at 12:15 p.m.
- 5.13. Color Printing: The printer for color printing has been removed in the Children's Room. In order to prevent teachers from penalizing students, a "No color printing" line has been added to our standard no luck letter.

- 5.14. Statewide Reference Support Services: The New Jersey State Library currently holds contracts with the Newark Public Library, the Rutgers University Library and the University of Medicine and Dentistry Library to provide libraries and residents access to their library resources. The State Library funds usage of this additional service so that all libraries in the state and all their customers have access to the specialized materials and reference services available at these institutions. Each contracted library supports interlibrary loan of the specialized materials in their collections not found at smaller libraries. The Newark Public Library provides specialized supplemental reference services in areas such as art, business, music, U.S. patents, and documents. It also provides backup reference services for requests for information outside of those subjects. The Rutgers University Library provides access to materials available only in large research oriented academic library collections. The UMDNJ Library provides access to medical and health-related information through their medical library collection.
- 5.15. GED Online: Through the BTOp grant, the library now offers a web-based GED preparation program.
- 5.16. Camille Thompson: Camille has returned from her maternity leave.
- 5.17. Reference Room. The Adult Reference Section will be closed to the public on March 27 and March 28 for renovations. Access to public computers, microfilms, and Reference books will not be available. The remainder of the library will be open
- 5.18. Thank You: A doctor in California was so impressed with the assistance that Jackie Oshman was able to give her that she donated \$100 to the library.
- 5.19. Reformed Church Two Hundredth Anniversary. Belvin is one of three speakers at the Reformed Church's lecture seminar, "If These Walls Could Talk," on April 28.