

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

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Minutes, Board of Trustees

May 22, 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. Ortiz presiding.
3. Roll Call. Present: Celey, Clafien, Diaz, Gutierrez, R. Marchetta, Monus, and Ortiz; Excused: Alfonso, Binde, J. Marchetta; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Celey (Monus), unanimous.
5. Approval of Agenda. Gutierrez (R. Marchetta).
6. Committee Reports.
 - 6.1. Finance Committee.
 - 6.1.1. Budget: Belvin reported that the budget submitted by the City Administrator contain the library's request.
 - 6.2. Policy Committee.
 - 6.2.1. Sponsorships: Belvin said that one issue that has been coming up was a result of the staff's ability to get donations from local businesses and organizations. The question is how much acknowledgement they should be given. For example, should their logos be displayed on our website? Belvin distributed a draft of a Sponsorship Policy but did not request action since the librarians had not had time to supply feedback.
 - 6.3. Program Committee.
 - 6.3.1. Adult Summer Reading. The first summer reading program for adults will have a kickoff on Saturday, June 22, from 2:00 p.m. to 4:00 p.m. The Grand Prize will be a Nook HD Tablet, courtesy of Barnes & Noble @ Rutgers.
 - 6.3.2. College Fair: The College Fair was attended by about 65 students.
 - 6.3.3. Poetry: The Poetry Reading was April 29. There were 35 attendees of whom twenty read including three from Middlesex Public Library.
 - 6.3.4. Photography: The reception will be Friday July 12 at 6:00 p.m.
 - 6.4. Friend's Liaison. The Friend's have added Ann Gordon to their Executive Board. Belvin discussed with the Friends Board the possibility of them selling some of the library's discards on EBay. None of the Friends board members has any expertise in this. Belvin is exploring who else could do this. The book sale only raised a net of \$1,781 this year. Belvin said he had noted to the Friends that there were many books aimed at teens which had already had removed those the library added to its collection and had given away to teenagers. Classical pianist Dennis Kobray performed at the May 1 Brown Bag Lunch program. Attendance was very light and at the Friend's Board Meeting, there was a discussion of how to better advertise the programs.

7. Directors Report.
 - 7.1. CASA: Belvin attended the fundraiser for Court Appointed Special Advocates (CASA) on May 21. It was a toast for Bill Hamilton.
 - 7.2. Citizens Campaign Annual Awards Dinner: Belvin attended the Citizens Campaign Annual Awards Dinner on April 29.
 - 7.3. Fencing: Belvin attended the preconstruction meeting for the fence on May 6. The City Engineer has issued a notice to proceed to the contractor, National Fence Systems. The tentative timetable will be a start date of May 28 and a completion date of June 10.
 - 7.4. Financial Literacy: The library is partnering with the Piscataway Public Library in applying for a financial literacy grant (Smart Investing @ Your Library) being administered by the American Library Association and the Financial Literacy Regulatory Authority. The scope of the grant is to provide free access to resources, programs, and information on financial literacy topics such as investment strategies, money management, savings strategies, retirement, etc.
 - 7.5. Newspaper Digitization: Belvin facilitated a conference call between Paul Grzella the Managing Editor of the Home News, Mary Ellen Firestone, the East Brunswick Library Director, and Marty Tannenbaum of Innovative Imaging about digitizing the microfilm of the Home News and creating an in-house index.
 - 7.6. Rutgers Employment Programs: Belvin will be attending the Rutgers Employment Programs Information Breakfast on June 19 to find out about their Job Location and Development Program and the Federal Work Study Off-Campus Community Service Program.
 - 7.7. Security: Regrettably, the Rutgers Police Department has declined the use of their Community Service Officers. The CSOs are full-time students who are uniformed, unarmed paid employees of the Rutgers Police.
 - 7.8. Shutters: Belvin met with Bob Russell of HMR Architects on May 8 to discuss retain his firm for shutter specifications for the Henry Guest House and Buccleuch Mansion.
 - 7.9. YAAR Meeting: The May YAAR meeting was a tour of Barnes and Noble.
8. Old Business.
 - 8.1. New Jersey Library Association: The 2013 Annual Conference will be held at June 3 to 5 at Revel Resort. The keynote speakers will be Stephen Abram and Laura Lippman. The Garden State Book Awards lunch with David Levithan.
9. New Business.
 - 9.1. Financial Disclosure Forms. The forms are now completed online at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html>.
10. Adjournment. Diaz (Gutierrez), unanimous.

Next Meeting June 19