

Board of Trustees  
Beth Binde, Pres  
Mireya Alfonso  
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

## Minutes, Board of Trustees

November 19, 2014 5:00 p.m.

Approved February 25, 2015

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, Celey, Diaz, Gutierrez, Monus, Ortiz; Excused: Clafien, J. Marchetta, R. Marchetta; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Ortiz (Celey), unanimous.
5. Approval of Agenda. Celey (Ortiz), unanimous.
6. Approval of Minutes of the October 22 Meeting. Ortiz (Monus, unanimous.) Belvin noted that the draft minutes that are distributed before the meeting are working documents and exempted from the Open Public Records requirements (Parave-Fogg, 2006).
7. Approval of Bills. Ortiz (Celey), unanimous.
8. Committee Reports.
  - 8.1. Policy Committee.
    - 8.1.1. Online gambling: Belvin explained that some LMx libraries are now examining their Internet access or computer use policies since online sports betting may become legal in New Jersey. Our Behavior Policy prohibits gambling while our Reference Policy prohibits illegal use.
  - 8.2. Finance Committee. Binde reminded the Finance Committee that the auditor's comments had been referred to them for response.
9. Friends' Liaison: The Friends' November 5 program was Dale Caldwell speaking about public and charter schools. The December 3 program will be a musical presentation by Spook Handy. The Friends are going to be selling Holiday Cards using *Andy*, a photograph from the photo contest. Belvin announced that Jennie Fisher is receiving an LMx Certificate of Appreciation as a long-term supporter of the library. As a Trustee, Friends' President and long-term chair of the library Book Club that she established in 1987, she has devoted countless hours and much energy to the library and its patrons. The Friends have written to City Council members asking them to be their guests at the LMx Awards Reception.
10. Calendar of Operations, 2015. Approved as submitted with the addition, at Monus' suggestion, of Saturday, January 2 being a closed day. Diaz (Celey), unanimous.
11. LMx Budget. Celey (Ortiz), unanimous.
12. Staff Presentation. Rosy Henderson presented information about her role as the Young Adult Librarian. The Board was appreciative of the information and of her enthusiasm for serving children.
13. New Jersey Library Trustees Association: Binde is now a member of the New Jersey Library Trustees Association Executive Board.
14. Directors' Report.
  - 14.1. Adult Summer Reading: The Adult Summer Reading had 37 registrants who did 51 reviews. The Grand Prize winner received a \$150 gift card from Barnes & Noble. Participants were asked to read or listen to books of their choice or about topics relating to the "science" theme,

and to submit reviews of the books they read to be eligible for prizes. The prizes were courtesy of New Brunswick local businesses, including 7-Eleven, Maoz Vegetarian, Panico's Brick Oven Pizza, Livingston Park Nursery, and Barnes & Noble at Rutgers.

- 14.2. Building a Healthier New Brunswick Conference: Belvin attended the Building a Healthier New Brunswick Conference on November 5. It was the kickoff of *Healthier New Brunswick*, which is the successor of *Healthy New Brunswick 2010*. *Healthy New Brunswick 2010* emphasized connecting medical care to people while the City's new campaign will emphasize a collective approach in encouraging healthy choices by building on existing activities such as Ciclovía. The Mayor announced a citywide initiative, LIVE WELL-VIVIR BIEN NEW BRUNSWICK™. Belvin noted that Jeffery Vega specifically mentioned the library as the most trusted source of information in the community.
- 14.3. Collections: Tamara Richman has started having children display their special collections in a display case in the Children's Room. These collections can range from Pokemon cards to Lego creations to rubber ducks.
- 14.4. Computer Tutoring: Collaborating with Rutgers Student Volunteer Council, the library is offering one-on-one computer skill tutoring to those who need to learn the basics of using a computer. Sessions are available on Monday through Thursday mornings and evenings. The tutoring session ends on December 5 and will resume during Rutgers' Spring semester.
- 14.5. Domestic News: One of our staff has a new daughter, another staff member will have a baby in June, and two staff members have recently become engaged so there are now three engaged staff members.
- 14.6. Driveway: The City has replaced the curb and sidewalk at the back driveway. The driveway was not usable from November 11 to November 19.
- 14.7. Esperanza Neighborhood Stakeholders Advisory Committee: Belvin attended the first meeting of the Esperanza Neighborhood Stakeholders Advisory Committee on November 4.
- 14.8. Guest Portraits: The Conservation Center for Art and Historic Artifacts in Philadelphia has reported on the condition of the portraits. They are generally in good condition considering they are pastels. The minimal treatment needed would be about \$1,000 with another \$1,100 for constructing a sealed enclosure. New framing would add another \$1,100 to the total. Belvin noted that this would be a total of about \$1,500 for each painting. Retouching and redoing previous retouching would cost between \$1,600 and \$2,000.
- 14.9. Henry Guest House Roof: The preconstruction conference is being scheduled.
- 14.10. Henry Guest House Shutters: HMR Architects has proposed to advertise on Tuesday November 25 with bids due December 18.
- 14.11. LMx: The Libraries of Middlesex annually presents a number of awards including a library service award for an outstanding contribution to the library community and the patrons we serve. Generally, it goes to an individual or a corporation that makes a substantial donation to a library. This year, the library nominated the wonderful people who run the conversation groups, Cafés, and citizenship classes, since they deserve recognition for their donation of their time, talent, and dedication as they serve nearly one hundred people each week. Belvin announced that Nathan Carr who has volunteered for seven years, Larry Manzano who has been volunteering for six years, Jessica Hunsdon, Dr. Mary Curran, Amy Michael, and Jessie Curtis from Rutgers Conversation Tree: Community-Based Language Partnerships, and Debby Alter and John Tello from Jewish Family Services who operate the ESL citizenship classes for the last three years, have won the award.
- 14.12. MakerSpace: Hsien-min Chen spoke about what we are doing at the NJLA Adult Services Forum on October 27. On November 5, there was a tour for fourteen librarians of three MakerSpace grantees, East Brunswick, Old Bridge, and our library. Linda Crittenden, Hsien-

min Chen, Joye Crowe-Logan, and Chelsea Woods talked about our approach of more non-digital, low technology, and craft oriented activities.

- 14.13. MCCHC Arts Grant: The library has again submitted an application for funding of the Photography Contest.
- 14.14. Pop Up Drill Down: Belvin wrote a letter of support and interest for Dr. Carrie Ferraro of the Institute of Marine & Coastal Sciences who is applying for the “Pop-Up and Drill Down Science” project proposed to the National Science Foundation. This project proposes to develop a mobile experience that brings the science of ocean drilling to the public.
- 14.15. Volunteers: One volunteer is completing 90 hours of community service for a minor traffic violation. She is entering vital statistics into a database from old file cards. Chelsea and Rosy are working with the New Brunswick High School Student Council to build a strong framework for them to do their service hours requirements at the library.
15. Unfinished Business.
16. Old Business.
17. New Business.
18. Other Matters.
  - 18.1. The Thirty-fifth Annual LMx Awards Reception will be held on Monday December 1 at 5:30 at the Pines Manor in Edison. Binde, Celey, and Ortiz are attending.
  - 18.2. NJLA Annual Conference will be April 20 to April 22, 2015 at the Ocean Place Resort in Long Branch.
19. Public Comment.
20. Adjournment. Gutierrez (Monus), unanimous.

**Next Meeting December 10**