

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

New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271

Minutes, Board of Trustees November 18, 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.
3. Roll Call. Present: Binde, Celey, J. Marchetta, R. Marchetta, Ortiz; Excused: Alfonso, Diaz, Monus; Absent: Gutierrez; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Ortiz (R. Marchetta), unanimous.
5. Approval of Agenda. Ortiz (J. Marchetta), unanimous.
6. Approval of Minutes for October 28. J. Marchetta (Celey), unanimous except Ortiz abstained.
7. Approval of Bills. Ortiz (Celey), unanimous.
8. Committee Reports.
 - 8.1. Nominations: Alfonso had requested that the Board be informed she was still soliciting suggestions; Josephine Marchetta had expressed her willingness to serve as President and Binde had offered to serve as Vice President. Ortiz is willing to serve as Treasurer and Celey as secretary.
 - 8.2. Policy Committee.
 - 8.2.1. Circulation and Registration Policy: The staff is exploring the possibility of having a no media card for patrons who are just temporary residents of New Brunswick and lack sufficient identification to register for a regular library card.
 - 8.2.2. Juvenile Internet Privileges: Belvin presented a revised Circulation and Registration Policy and a revised Reference Policy to make juvenile use of the Internet an option that the parent declines. In order to simplify the registration process and increase access, many libraries no longer have a separate permission form for children's Internet access. The Youth Services staff suggested that 8.2.9. of the Reference Policy be replaced with "Internet Access is available to patrons at designated workstations. For minors, parental/guardian consent for a child to access the Internet is granted by the parent/guardian at the time of library card sign-up." Belvin also said that mentions of videos needed to be removed from the Circulation and Registration Policy since the library no longer carries them. Binde inquired if the Policy Committee had previously reviewed the changes. Belvin said they had not. The changes in both policies were reviewed and approved with one correction. J. Marchetta (Ortiz), unanimous.
 - 8.3. Finance Committee. The expenditures were on track.
 - 8.4. Friends' Liaison: The Friends have donated two urns to finish the landscaping.
9. Staff Presentation. Chelsea Woods will do a presentation on Tween services on December 9. Kim Adams' presentation on the archives has been moved to April 27.

10. Director's Report.
 - 10.1. Blacks on the Banks: Belvin was able to attend one session of the Rutgers Symposium, Blacks on the Banks: African-American Students at Rutgers in the 1960s.
 - 10.2. Children's: Belvin reported on a difficult situation where a child very much wanted to read the new Diary of a Wimpy Kid, a popular and well-reviewed series, and the parent declined to permit him taking the book out because the parent found it evil. The library respected the authority of the parent although the young man was very disappointed.
 - 10.3. CPR Training: Crittenden is working out the details to have a CPR & First Aid class presented by Robert Wood Johnson University Hospital at the February 12 staff training. The Board felt that even though it was more expensive than previous staff trainings, it was a very important training for staff members. Ortiz related a recent incident at school where staff had to assist another staff member.
 - 10.4. Donations: Morris Kafka has moved to Albany but continues to assist our library. One of his neighbors in Albany is from a New Brunswick family and he has helped arrange the donation of numerous historical photographs. The library also received a donation of 12 boxes of 12 glass plate negatives each from a former Rutgers faculty who now lives in California.
 - 10.5. Medical information: Challenge of Providing Consumer Health Information Services in Public Libraries Lydia Collins Central New Jersey United Way.
 - 10.6. Microfilm machine (Minolta 6000) has been replaced by a newer version and a semi-automatic loader.
 - 10.7. Photography: The Photography Reception was well attended. There were over 160 entries.
 - 10.8. Reference: One question that the library received from City Hall was for a description of the City's seal. An initial search only turned up a description of the 1730 seal. However, in the library's 1902 digitized newspapers there was a mention that a certain section of the City's 1902 ordinances had a description of the seal. The City Clerk's office was able to find that section of the ordinances.
 - 10.9. Volunteers: One man is completing 50 hours of court ordered community service by entering vital statistics. Another is starting on next Monday. Both will work on inventory.
 - 10.10. Wireless: There were 992 (daily average 98) distinct clients of our wireless network in October.
11. Unfinished Business.
12. Old Business.
13. New Business.
14. Other Matters.
 - 14.1. LMx Awards Reception, Thursday, December 3 at the Pines Manor. Hors d'oeuvres from 5:30 to 6:30 and the ceremony from 6:30 to 7:30. Celey who is nominated for LMx Secretary will attend. Other Board members will be attending the Welcome Reception for the new New Brunswick Public Schools Superintendent, Aubrey A. Johnson.
15. Public Comment.
16. Adjournment. Ortiz (Celey), unanimous.

Next Meeting December 9