

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

New Brunswick Free Public Library

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Minutes, Board of Trustees

September 26, 2012 5:00 p.m.

Approved January 24, 2013

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, Claffen, Diaz, Marchetta; Excused: Ortiz; Absent: Gutierrez; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Ortiz, Celey (Marchetta), unanimous.
5. Approval of Agenda. Binde (Celey), unanimous.
6. Approval of Minutes of the May 23 Meeting. Diaz (Celey), unanimous.
 - 6.1. There was no quorum at the June meeting, the July meeting was subsumed by the dedication of the Henry Guest House Addition; and the August meeting was canceled due to the ill health of Belvin.
7. Approval of Bills. Celey (Diaz), unanimous.
8. Committee Reports.
 - 8.1. Finance Committee.
 - 8.1.1. Equities: Committee Report. Belvin stressed the auditor's concerns.
 - 8.1.2. Budget. The Public Hearing was Wednesday, July 18 at 5:30 p.m.
 - 8.1.3. Per Capita State Aid: Our Per Capita State Aid has decreased from \$25,429 to \$24,552. The amount of money the legislature funds the aid with remained the same but some libraries were either able to increase their category because of more local support for example Bayonne or because of a population adjustment, for example, Camden County absorbed Camden City's libraries and increased their Per capita Aid by 69% with no offset since the Camden City library did not receive and aid the previous year.
 - 8.1.4. Librarian Salaries. Belvin expressed concern about a number of salaries and the fact that some people who supervise other librarian are now making less than those staff.
 - 8.2. Policy Committee.
 - 8.2.1. Reference Policy. Celey (Marchetta), unanimous.
 - 8.2.2. Patrons on the Front Steps or Inside the Library who Offend Other Patrons. Belvin discussed the problem of differentiating between behavior and conditions that were marginal and those that are unacceptable. Although there are libraries that ban certain things, "Having offensive body odor or personal hygiene so as to unreasonably interfere with other patrons' ability to use the Library and its facilities" (Seattle Public Library) or "Patrons with hygiene or health related conditions, including, but not limited to, body odor and lice, that interfere with the use and enjoyment of the library by other library patrons or with the functioning of library staff" (Los Angeles Public Library), they do not define what that actually is. Behavior

and conditions are clear at either end of the spectrums but less clear between those extremes. Belvin also commented on the issue of the front steps being, depending on your viewpoint a community-gathering place, a stopping place for people walking from one downtown location to another, or a hangout.

8.3. Program Committee.

- 8.3.1. Lincoln. The Lincoln exhibit was quite successful for the month and a half it was here. With the cooperation of the New Brunswick Historical Society and the Friends of the New Brunswick Free Public Library, a series of programs supplemented the exhibit. The Soldier: A Living History was a presentation by Harold Hand; Meet Lincolns was presented by Robert Costello. Pauline Johnson, the grand niece of Harriet Tubman spoke about her great aunt. Her presentation was hosted by the New Brunswick African-American heritage Committee. Dr. Clement Price spoke about Blacks and the Civil War. New Jersey Soldiers in the Civil War was the topic of Joseph Bilby and the Role of New Jersey in the Civil War was covered by Dr. William Gillette. In addition to the many volunteers who worked on the project, Kim Adams, Joye Crowe-Logan, and Jackie Oshman were essential to its success. Some of the speakers were funded by the Middlesex County Cultural and Heritage Commission. The docents were coordinated by two volunteer organizers, Christine Hart and Jeanne Mayernick. The exhibition of local materials was curated by another volunteer, Ken Cleary.
- 8.3.2. Fertile Crescent: Gender, Art, and Society. This is a regional collaboration led by the Rutgers University Institute for Women and Art. This set of exhibits and programs has the participation of numerous area libraries and entities of Princeton University and Rutgers. There will be an exhibit in our Community Room from October 9 to December 3 entitled Borderlands. Belvin attended the opening of the first exhibit and kickoff luncheon on Saturday, September 9.
- 8.3.3. New Brunswick in Motion. The fifth annual photography contest's theme was *New Brunswick in Motion*. Photographs entered in the contest were displayed in an exhibition at the Heldrich Hotel and at the library. On Friday June 8 at 6:00 p.m., there was a reception where the winners were announced. Three programs accompanied the contest.
- 8.3.4. Learning Chinese: Hsien-min Chen conducted a two-session class in Chinese in July.
- 8.3.5. Summer Reading. The Children's Room was closed on Saturday August 11 for the Faire. 508 children (up to entering grade 6) registered, 275 (54%) reported at least one book, and 144 children read at least 25 hours or 20 books and received a Summer Reading Fair invitation. The total hours read was 4,395 and the total books read was 5,121. Excluding the Fair, there were 18 events attended by 611 conducted in connection with the Summer Reading program. 322 people attended the Faire. 59 Teens registered, 30 turned in at least one (5 hour) reading log 15 teens read at least 25 hours and received a Summer Reading Fair invitation, 48 teens reported at least one book or participated in at least one program. Teens read a total of 675 hours and 338 books. Excluding the Fair, there were 13 events for teens

attended by 80 teens conducted in connection with the Summer Reading program.

- 8.4. Friend's Liaison. June 6 was the last Brown Bag Lunch Program of the season. It featured a jazz trio from the Mason Gross School of the Arts. The Friends Annual Meeting was on June 11. Karl McLean was reelected secretary (he has now resigned and been replaced as a member by Peggy Sica) and Joan Lyons joined the Board. On September 5, Terrance Seaman spoke about his book *To Your Success* a motivational guide for anyone in transition. "On the Waterfront" is the subject of the next Brown Bag Lunch Program, on October 3. The Friends also arranged and sponsored the Tubman presentation for the Lincoln exhibit.

9. Directors Report.

- 9.1. Book Drops. There are three extra book drops that were stored in the garage. Two of them including the oldest, which was probably a discarded mailbox, were donated to a food drive at St. Agnes Church in Little Falls. This has freed up space in the garage.
- 9.2. Children's Room: This fall Darby is attempting to increase the circulation of some less popular subjects and encourage the children to expand their reading scope by offering prizes for reading books in a particular part of the collection. Each month the topic will change (September was nonfiction Fairy Tales), but the format will be the same. This Summer, Darby received a nice compliment from a teacher who came in and was effusive to a library assistant about the quality of Darby's presentations at Redshaw School about the Summer Reading Faire. Darby commented to Belvin that she had received excellent support for her presentations from the school librarian at Redshaw School.
- 9.3. Community Partner Panel Rutgers University: Belvin was a panelist at the Community Partner Panel on September 26. This is part of Alternative Breaks, a Rutgers' group that leads service trips around the world based on various social issues including poverty, environment, and education. The purpose of the course is to provide Alternative Break site leaders with the philosophical framework to lead successfully an Alternative Break trip.
- 9.4. Criminal Incident: On July 24, a man exposed himself in the Children's Room to a ten-year-old girl among others. By the time, the girl had let staff know, he had left. The library supplied the police with images from our security cameras and, under subpoena, a list of patrons who had charged out books between 4:30 p.m. and 5:30 p.m. Belvin said that the staff handled the situation, however, they did delay calling the police to comfort the girl and obtain more information from her. Belvin has reminded the staff that as soon as a crime in the library is reported, they should telephone the police.
- 9.5. Henry Guest House Dedication:
- 9.6. Henry Guest House: AFA has installed a new security system and fire alarm that has passed inspection.
- 9.7. Jewish Family & Vocational Service of Middlesex County is holding ESL/ Citizenship classes at the library from Wednesday July 25 through October 31 from 7:00 p.m. to 8:30 p.m. It is a ten-week program but students are free to attend any of the classes. The English language lessons are tailored towards the citizenship exam. All students that register must be Green Card holders who are interested in pursuing US Citizenship.
- 9.8. Knox Box: The library at the suggestion of the Fire Department has installed a Knox Box. This small, exterior mounted safe holds building keys for the fire department to retrieve in emergencies.
- 9.9. LMxAC: Belvin has accepted an appointment to the Planning Committee.
- 9.10. Mae Silver: Belvin noted he had had dinner with Mrs. Silver in Trenton. She is currently working on a play about Thomas Paine.

- 9.11. Mason Gross Visual Arts Workshops for Teens and Children Cooperative Programs: The expense of these programs will be covered by Mason Gross. October 27 will be Día de los Muertos Catrinas Dolls. On November 17, there will be Native American Sand Painting. On March 16 there will be a Holi Color Celebration and on May 4, Dream Kite Making.
- 9.12. Middlesex County Cultural and Historical Commission Grant: The library has been awarded a \$1,564 grant for digitizing audio broadcasts from the Home News' radio station WDHN. The New Brunswick Historical Society has been awarded a \$1,840 grant for continuing the digitations program for the early Home News. The Commission's review panel did express concern about double dipping.
- 9.13. NJLA Fundraising Committee: Rosy Henderson has accepted an assignment on the NJLA Fundraising Committee.
- 9.14. Rotary: Belvin spoke to the New Brunswick Rotary Club on July 26.
- 9.15. Rutgers Student Volunteer Council contacted us regarding providing student volunteers to teach computer classes. We are going to start offering the classes to adults the first week of October.
- 9.16. Volunteers: This fall Melody (Mel) Townley, a library school student, is volunteering a few hours each week in the Children's Room.
- 9.17. Young Adult Room: Given the demand for student table space, Belvin has asked Camille Thompson to investigate switching the Young Adult Room and the Reading Room.
10. Old Business.
 - 10.1. Cable Advisory Committee. Alfonso volunteered and was appointed by the Board. Celey (Diaz), unanimous.
11. New Business.
 - 11.1. LMx Awards Reception is Monday December 3 at 5:30 p.m. at the Pines Manor, Edison. Passed hors d'oeuvres, plus chafing dishes. \$25.00 per person.
 - 11.2. Resolution in Honor of Charles L. Renda, Esq.: Charles L. Renda was for many years an active and dedication member of the Friends of the New Brunswick Free Public Library. He served on the Friend's Board for many years as its Secretary. He passed on Sunday August 12, 2012. Whereas, we, the members of the Board of Trustees of the New Brunswick Free Public Library, with sincerity and respect, wish to condole Charlie's family in their hour of bereavement; Now, therefore, be it resolved by the Board of Trustees of the New Brunswick Free Public Library extends sincere condolences to the family of Charles L. Renda. The Library Director is hereby authorized and directed to certify a copy of this resolution to the family of Charles L. Renda. Binde (Celey), unanimous.
12. Other Matters.
13. Public Comment.
14. Adjournment. Celey (Marchetta), unanimous.