



BOARD OF TRUSTEES MEETING MINUTES May 19, 2021

In Attendance

Trustees: Robert Ginsberg, Edward Felten, Edwina Hawes (6:21 p.m.), Jennifer Jang, Ruth Miller, Eve Niedergang, Yamile Slebi, Pam Wakefield

Library Staff: Lisa Belshaw, Erica Bess, Becky Bowers, Susan Chernik, Kristin Friberg, Ji Hae Ju, Stephen Millett, Jennifer Podolsky, Tim Quinn, Bonnie Sprouls, Sonja Vloeberghs

Others: Andrea Bradley (Friends), David Hill (Foundation), Chiara Goldenstern (Teen Rep), Elizabeth Leonard (Teen Rep), one member of the public

At 6:06 p.m. Ms. Miller called the meeting to order and announced that in accordance with the requirements of the Open Public Meetings Act and State regulations governing remote public meetings, adequate and electronic notice of this meeting were provided on May 10, to the Municipal Clerk, Princeton Packet, Town Topics and Trenton Times, posted in the library, on the library's and municipality's websites, on the door of the library's main public entrance, and distributed to the standard distribution list. She stated that because of the state of emergency in NJ regarding COVID-19, the meeting was being held via Zoom and indicated where on the library's website the public could find the meeting agenda, the instructions for accessing the meeting and for making public comment prior to and during the meeting. Ms. Miller explained the audio muting function for those providing public comment via computer, mobile device and telephone. She included standards of conduct to be followed by members of the public making comments and indicated a three-minute time limit allowed per comment.

Consent Agenda

1. April 21, 2021 Meeting Minutes
2. Final April Bills
3. Preliminary May Bills
4. Resolution 2020-24: WTC Johnson Endowment Distribution

Approval of Consent Agenda: Ms. Wakefield moved approval of the Consent Agenda. Mr. Ginsberg seconded the motion. There was no discussion. The motion passed unanimously.

Board Materials

There was no discussion on the included materials.

Staff Spotlight - Stephen Millett

Stephen Millett, Technology Associate, started in the IT Department in the fall of 2013. His main responsibilities are helpdesk support, the library website and its digital interfaces such as the mobile app and digital displays at the library. He lives in town and explained the importance of libraries serving their

communities and how technology can help with that. The Board members, and the Friends were impressed with what we offer on our website and thanked Stephen and IT for their hard work.

Friends of the Library Report

Ms. Bradley mentioned the successful Book Lovers Luncheon on April 29, 2021 with 157 attendee links. The Friends are currently planning for their fall Beyond Words and hope to offer this as an in-person event. The Friends Book Store sales are increasing and the pop-up sale in the hallway is successful. Donations are again accepted during regular library hours without appointments. Online book sales were considered but won't be offered at this time.

Ms. Bradley mentioned that the possible merge of the Friends and Foundation and its discussions are ongoing and are moving forward. The goal of this merge is to avoid donor confusion and streamline donations. The Friends and Foundation hope to present to the Board of Trustees to allow for their approval in the Fall of 2021.

Foundation Report

Mr. Hill confirmed the consolidation of the Friends and Foundation discussions and that moving forward.

Mr. Hill mentioned that the investments are doing well due to an excellent market performance. The Investment Committee looked into the need for DEI (Diversity, Equity, Inclusion) in their investments and they agreed that at this time it's difficult to find the right metrics and they would have to hire advisors. They agreed to keep it as a passive investment but will review it in a couple of years.

Mr. Hill thanked Ms. Niedergang for her support of the library during the difficult endowment and library budget conversations.

Public Comment

There was no public comment.

Teen Representatives

Ms. Goldenstern reminded everyone about the upcoming I Read This Book on June 15, 2021.

Ms. Leonard reminded everyone about Trivia Thursdays, the booklist that was created for the Asian Pacific American awareness month and the upcoming author podcasts.

Committee Reports

There were no committee reports.

Treasurer's Report

Ms. Chernik noted that the 2021 operating budget and 2020 audit will be presented to the board at the June 16 board meeting.

Ms. Niedergang thanked the library for reducing their municipal funding request, for the library's 2020 operating budget, by \$100k.

President's Report

Ms. Miller reported the expanded open public library hours and asked the Board members to think about ideas to encourage more people to visit the library.

Ms. Miller reminded the Trustees to fill out financial disclosure forms.

Mr. Ginsberg would like the Board to consider meeting in the Community Room, in-person during the next Board meetings. The Board agreed but Ms. Podolsky mentioned that this won't be possible until we reopen the library's study and meeting rooms. The rooms continue to be closed to the public per the Health Officer's recommendation.

Director's Report

Ms. Podolsky thanked the library staff for finding budget savings and thanked Ms. Orsini and Mr. Caruso for their help with landscaping and planters.

Ms. Podolsky reminded the Board members to take their trustee education hours.

Ms. Podolsky will be meeting regarding the Verizon 5G roof integration and hear the proposal.

A strategic planning consultant is about to be hired. Details will follow.

Ms. Podolsky noted the expanded open public hours and shared that Sunday traffic has increased. Hold Pickup continue to be popular as some people still aren't ready to enter the building.

Ms. Podolsky mentioned the collaboration with the Princeton Shopping Center and suggested everyone to attend the upcoming summer programs, especially the Community Pride Picnic on June 5.

Ms. Podolsky shared that Dana Treichler was promoted to Full-Time Library Associate, a Public Humanities Specialist was hired today and that interviews for the Head of Adult Services will start soon.

Fundraising Update

Ms. Belshaw mentioned the success of Library Giving Day compared to 2019, and that the Annual Appeal status is currently at its best in 3 years. Fundraising is on target.

Ms. Belshaw mentioned that the Development Office is putting an Impact Report together.

New Business

There was no new business.

Old Business

There was no old business.

Meeting Adjournment

Mr. Ginsberg motioned to adjourn the meeting; Ms. Wakefield seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:01 p.m.

The next Board meeting is scheduled for June 16.