



BOARD OF TRUSTEES MEETING MINUTES May 18, 2022

In Attendance

Trustees: Robert Ginsberg, Carol Kelley, Eve Niedergang, Stephanie Oster, Yamile Slebi, Pam Wakefield

Library Staff: Lisa Belshaw, Erica Bess, Becky Bowers, Susan Chernik, Susan Conlon, JiHae Ju, Sundari Kishore, Andre Levie, Martha Liu, Jennifer Podolsky, Karen Rackley, Bonnie Sprouls, Sonja Vloeberghs

Teen Reps: Mitalee Pasricha, Emily Saunders

Others: Rosalind Muir (Friends and Foundation), one member of the public

At 6:06 p.m. Mr. Ginsberg 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 9, 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. Mr. Ginsberg 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. Mr. Ginsberg included standards of conduct to be followed by members of the public making comments. Mr. Ginsberg explained the audio muting function for those providing public comment via computer, mobile device and telephone.

Approval of Consent Agenda – Ms. Wakefield moved approval of the Consent Agenda; Ms. Niedergang seconded the motion. There was no discussion. The motion passed unanimously.

Consent Agenda

- April 20, 2022 Meeting Minutes
- Final April Bills
- Preliminary May Bills
- Resolution 2022-16: Addendum to Café Agreement

Board Materials – There was no discussion on the included board materials: Monthly Statistics, Monthly Director's Report.

Public Comment – There was no public comment.

Staff Spotlight – Martha Liu introduced herself as this month's staff spotlight. She noted she has been a part- and full-time employee and currently works part-time. Ms. Liu noted she is involved with Baby

Storytimes, Go Between Club (for middle school students) and Youth Services outreach. She talked about summer reading outreach to the four public elementary schools and hopes to provide nursery school outreach again which was suspended due to COVID. She noted Kindergarten tours will resume at the library which includes a tour of the library, behind the scenes in Lending and Access services, getting a library card and checking out a book. A few Trustees asked questions; Ms. Bess noted that Ms. Liu's knowledge of the YS collection is unparalleled and that she led the effort for Storytime Shorts which included YS staff delivering high-quality virtual story times during the pandemic.

President's Report – Mr. Ginsberg acknowledged with sadness the events in Laguna Woods and Buffalo, recognizing the role public libraries play in valuing all people and providing resources and programs that help people to overcome hatred, bigotry and lack of knowledge. Mr. Ginsberg appreciated all of the resources the staff put together for Asian American and Native Hawaiian / Pacific Islander Heritage Month. He noted that Ms. Wakefield, Ms. Niedergang and he will participate in the Executive Director's evaluation.

Friends and Foundation Report – Ms. Muir noted last week's Book Lovers Luncheon was a success, and thanked Dawn Frost, Addie Gordon, Seva Kramer and Audrey Egger for their hard work. At the luncheon, the Friends and Foundation's new logo was revealed. Beyond Words benefit will be held Oct. 15 at Brick Farm Tavern with David Wondrich. Book sales for April were over \$10,000.

Public Comment – There was no public comment.

Teen Representatives' Report – Ms. Saunders noted at the last TAB meeting for this academic year and her last since she is a senior, they decorated the book drop with the summer reading theme: oceans of possibilities. Ms. Pasricha noted TAB was preparing for Pride Month with a bulletin board display, they designed pronoun pins and will be volunteering at the Pride Parade. She also noted the podcast with Jessica Rubinowski will soon be available.

Bylaws and Policies Committee Report – Ms. Oster reported that she and Ms. Hawes met. The committee did not receive any comments regarding the Ethics Statement. At their next meeting they will discuss the meeting room policy and the bylaws.

Strategic Planning Committee Report – Ms. Wakefield noted that Ms. Podolsky will mention the strategic plan later in the meeting.

Finance Committee Report – Ms. Chernik noted there was no Finance Committee report.

Fundraising Report – Ms. Belshaw reported that the development office has been busy working on the Booklovers Luncheon, working on the Friends and Foundation logo with the marketing department, reviving the Planned Giving, and noted they are still receiving Annual Appeal donations.

Director's Report – Ms. Podolsky noted several upcoming events. She noted the statistics on strategic plan survey are: 1484 responses, 1189 completed, 91% are cardholders, 74% Princeton residents. She noted that listening sessions started and the in-person session was canceled as only one person registered. She noted there is an upcoming session for staff and one will be scheduled for board members.

2022 Holiday Schedule Revision – Ms. Podolsky proposed Juneteenth be added to the library's holiday schedule, following the Trustees' discussion of said holiday in last week's closed session meeting. Ms. Wakefield moved approval of adding Juneteenth to the library's holiday schedule; Ms. Oster seconded the motion. There was no discussion. The motion passed unanimously.

Employee Handbook Revision– Ms. Podolsky recommended the library’s Employee Handbook be revised to reflect the addition of a paid holiday for full-time staff. Ms. Niedergang moved approval of the revisions to the Employee Handbook; Ms. Wakefield seconded the motion. There was no discussion. The motion passed unanimously.

Ethics Statement for Trustees – Ms. Oster moved approval to accept the Ethics Statement, to be signed by Trustees; Ms. Slebi seconded the motion. There was discussion that the personal interest and financial gain language include in the statement, fulfills the recommendation of a signed financial statement from the auditors. The motion passed unanimously.

Library of Middlesex Automation Consortium (LMxAC) Presentation – Ms. Ju, representing the committee (E. Bess, B. Bowers, S. Conlon, J. Ju, A. Levie, S. Vloeberghs) asked by the board to determine the financial feasibility of joining LMxAC, presented the committee’s findings. Ms. Ju noted that the committee does not recommend the library joining LMxAC at this time. There was discussion of the findings and the recommendation; the Trustees agreed to have the library revisit joining the consortium in the future.

Board Comments – The Trustees agreed to consider the necessity of a board retreat after they complete their strategic planning session which may suffice.

Proposed Agenda Items – There were no proposed agenda items.

Meeting Schedule/Adjournment – Ms. Oster motioned to adjourn the meeting; Ms. Wakefield seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:15 p.m.

The next Board meeting is scheduled for June 15, 2022.