Against the requirements of the Open Public Meetings Act and State regulations governing remote public meetings, adequate and electronic notice of this meeting were provided 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.

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

- Oct. 19, 2022 Meeting Minutes
- Nov. 2, 2022 Special Meeting Minutes
- October Final Bills
- November Final Bills
- Preliminary December Bills
- Resolution 2022-27: Architectural Services Change Order #1
- Resolution 2022-28: Library Operating Budget Amendment for the Budget Year 2022
- Resolution 2022-29: Cost of Living Adjustment 2023

Staff Spotlight – Joseph Caruso introduced himself as the library’s Facilities Assistant. He gave a brief description of his responsibilities which include mainly all things related to the building and all things related to maintenance. He said that part of his job is to enforce policies and help out with emergencies. In the colder months, he is responsible for ice patrol and snow removal and in the warmer months, he helps Susan Orsini with the flower pots outside of the library. Mr. Caruso noted that prior to working at PPL, he worked as an on-call custodian for Hopewell Valley school district.

Ms. Wakefield, and other Trustees agreed, that Mr. Caruso is an absolute professional and always has a smile and is always helpful. They thanked him for the help he provides during the book sale. Ms. Podolsky noted that the donation of plants by Ms. Orsini and the planting and maintenance by her and Mr. Caruso saved the library a considerable amount of money.

Public Comment – Allison Trimarco, the library’s strategic planning consultant provided an update on the status of the strategic plan. The plan is nearly finished with a few more revisions. She is pleased with
Ms. Niedergang asked about bringing the new Trustees up to speed during their orientation. Ms. Podolsky noted that the library would reach out to the new trustees regarding the strategic plan.

**Board Materials** – Mr. Van Buren referred the Board to the Board Materials included in the Board packet: Monthly Director’s Report – November, December; Monthly Statistics – September, October, November; and Quotes for Products and Services – 4Q 2022. There was no discussion on the included materials.

**Friends and Foundation** – Ms. Muir, co-chair for the Friends and Foundation, noted:

- Andrea Bradley is stepping down as co-chair; she will continue to be a member of the board.
- David Hill, Carol Herring, Sarah Porter Waterbury are leaving the board.
- New board members are Florence Kahn, Brett Shaver and Courtney Lederer.
- Seva Kramer, Audrey Eggers and Jane Fransson will be serving a second term
- Lynne Olsen will be the author for the Book Lovers Luncheon on April 28 at the Nassau Inn.
- Addie Gordon, Friends and Foundation Administrator, will be leaving PPL. Her family is relocating. Her last day is Jan. 13, but will be working part-time remotely as needed. Ms. Muir and Ms. Podolsky are working to post the position.
- 100% of the active F&F Board members made financial contributions to the library in 2022.

**Teen Representatives** – Ms. Dodds, Ms. Feldman and Ms. Tully reported the Teen Advisory Board:

- Hosted Friday night a cappella night at the library, the first since 2019. During this teens-only event, seven groups performed (four from Princeton High School, three from neighboring schools) and more than 160 people attended.
- Ran a scavenger hunt, “Only the Good Spy Young” —40 participants, mostly 6th-8th graders searching, mainly, popular spy novels on the third floor for clues.
- Podcasts will include four authors: Sarah Glenn Marsh (YA paranormal), Kristin Simmons (YA adventure), Michael L. Printz Honor Book recipient and Coretta Scott King New Talent Award winner Nicola Yoon and Maureen Johnson (hit mystery series, “Truly Devious”).

**Finance Committee Report** – Mr. Van Buren noted the Finance Committee met on Dec. 15 to discuss the projected year-end operating budget results and potential changes to the 2023 operating budget; Ms. Chernik reported that the library will likely end 2022 with a close to flat, or somewhat positive, budget. The 2023 budget presented to the Board in September is continuously being adjusted based on new and current information, which will be reflected in the final operating budget submitted for approval in 2023. The operating and capital budgets and narratives were given to Ms. Niedergang, who delivered them to the members of the Council, on Dec. 19, 2022. The library is ready to discuss the budgets with Council at any time.

**Bylaws and Policies Committee** – Ms. Oster noted the committee did not meet in December, but met in November and reviewed Section 6 of the Policies and Procedures Manual which will be presented for a vote later in the agenda. The committee will regroup in January with focus on the bylaws.

**Nominations Committee** – Ms. Niedergang, on behalf of the Nominations Committee (Ms. Wakefield, Ms. Niedergang, Mr. Ginsberg) noted they conducted interviews for new Trustees. They had great candidates and considered, what they felt, the needs were of the library in 2023 and beyond, when recommending three new Trustees to the Mayor for appointment which will be at the Council’s Jan. 5 meeting. The prospective Trustees are: Jeffrey Liao, Sebnem Tuzun and Holley Baretto. Mr. Liao, present at tonight’s meeting, noted he has been in Princeton for two and a half years, loves the library and is
interested in helping out the community as a whole – the library being a central part of the community; he said he was excited to be working with the Board and thanked the outgoing Trustees for their service.

- Mr. Ginsberg joined the meeting via teleconference phone.

**Fundraising** – Ms. Podolsky noted Ms. Belshaw, Development Director, will be taking an extended leave of absence; the library will post for a replacement in January. The posting will be sent to the Trustees to share within their networks. She thanked Dawn Frost and Addie Gordon for keeping everything going in the Development Office, and to Janet Simon, as well. And also thanked Ms. Frost, Ms. Gordon and Mr. Quinn for their efforts on the annual appeal which is on target at $233,159, and to those involved in a last-minute Giving Tuesday demonstration and display of the Library of Things (nontraditional items to borrow from the library such as binoculars and emergency radios) at which 63 people stopped by to ask questions, six people took donation envelopes; and five people checked out something from the LOT.

**Director’s Report** – Ms. Podolsky noted the library held Staff Development Day on Dec. 8; she thanked the Board for supporting the closing of the library. The day started with opening remarks and milestones and a keynote speaker, Harriet Stein, whose mindfulness presentation was about the power of leading with awareness. Ms. Stein will return to the library for a follow-up during an all-staff meeting next year. The day was designed to bring all departments together. There were lightning sessions led by staff, a Jeopardy-type game, lunch and a dessert contest.

She noted there was a Housing Justice Forum at the library on Dec. 10 coordinated by Kim Dorman. The forum consisted of a panel of experts discussing the housing crisis in America followed by a resources fair.

The library agreed to be a warming center for the winter during opening hours; advance notice will be required for the library to operate as a warming center after hours.

Ms. Podolsky thanked Ms. Wakefield, Ms. Slebi and Ms. Hawes for their service as Trustees.

Ms. Oster asked about the status of the challenge gift. Ms. Podolsky noted the Sands have donated $25,000 and are challenging others to donate. She noted donations, for the challenge and in general, are rolling in.

Ms. Oster asked if there are any programs for 2023 of which the Trustees should be aware, should attend or that Ms. Podolsky recommends. Ms. Podolsky noted that in January, for planning, the library will look at all of the programs as whole so that there is limited overlap and/or demand placed on staff resources. She noted PEFF will be in March and Booklover’s Luncheon in April. Ms. Podolsky will provide additional programs of note in January.

**President’s Report** – Mr. Ginsberg thanked Mr. Van Buren for chairing the meeting. Mr. Ginsberg acknowledged Ed Beckerman, a Princeton resident and creator of Woodbridge Library System, past president of NJLA and former library Trustee for 10 years, who passed away recently. Mr. Beckerman was instrumental in getting the current library built.

Mr. Ginsberg recognized Ms. Hawes, Ms. Slebi and Ms. Wakefield for their service, acknowledged the new Trustees and welcomed them; and acknowledged David Hill for his service on the Foundation Board and the F&F Board and Andrea Bradley for her service as President of the Friends, and co-chair of the F&F Board.

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Recommendation of Board Officers for 2023 – Ms. Slebi, on behalf of the Nominating Committee, presented the following slate of officers for the 2023 Board of Trustees: Bob Ginsburg, President; Stephanie Oster, Vice President; Chris Van Buren, Treasurer. Ms. Niedergang moved approval of the 2023 slate of officers; Ms. Wakefield seconded the motion. There was no discussion. The motion passed unanimously.

2023 Library Holiday and Closing Schedule – Ms. Wakefield moved approval of the 2023 Library Holiday and Closing Schedule; Ms. Slebi seconded the motion. Ms. Niedergang asked that Columbus Day also be referred to as Indigenous Peoples Day. The motion passed unanimously with the recommended revision.

New Members of Friends and Foundation Board of Directors – Ms. Oster moved approval of Florence Kahn, Courtney Lederer and Brett Shaver as new members of the F&F Board of Directors. Ms. Wakefield seconded the motion. Ms. Muir asked that the date of the letter from Andrea Bradley and Ms. Muir to the Board recommending the new F&F Board members be revised to show Dec. 21, 2022 instead of 2023. The motion passed unanimously with the recommended revision.

Friends and Foundation Ex-officio Members – Ms. Slebi moved approval of the library Director and the Board of Trustees Treasurer as ex-officio members of the F&F Board. Ms. Wakefield seconded the motion. The motion passed unanimously.

Policies and Procedures Manual Revision, Section 6 – Ms. Slebi moved approval of the revisions to Section 6 of the Policies and Procedures Manual. Ms. Wakefield seconded the motion. Ms. Oster asked the section be proofread prior to it being finalized. The motion passed unanimously with the recommendation of proofreading before finalization.

2023 Board Meeting Dates – Ms. Podolsky noted that per the Open Public Meetings Act, the regular schedule of meetings be noticed prior to Jan. 10. There was discussion about the dates and times for the 2023 Board meetings and agreement to keep the schedule as the third Wednesday of the month at 6 p.m. with the possibility of those dates and times changing after discussion with the new Trustees. Ms. Chernik noted that moving the board meetings earlier in the month does not allow the finance department to process the previous month’s bills list; she noted the third week of the month is ideal. Ms. Rackley noted that the Princeton Symphony Orchestra is holding their board meeting in the Community Room prior to the library’s Board meeting on Jan. 18 and on March 15 and for those meetings, she recommends the library board meetings start at 6:15 p.m.

Board Comments and Proposed Agenda Items - There were none.

Meeting Schedule/Adjournment - Ms. Wakefield motioned to adjourn the meeting; Ms. Slebi seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:13 p.m.

The next Board meeting is scheduled for January 18, 2023.