



BOARD OF TRUSTEES MEETING MINUTES October 16, 2024

In Attendance

Trustees: Holley Barreto, Kushanava Choudhury, Robert Ginsberg, Jeffrey Liao, Eve Niedergang, Stephanie Oster, Keisha Smith-Carrington, Sebnem Tuzun, Chris Van Buren

Library Staff: Laura Bishop, Susan Chernik, Janie Hermann, Jordan Lilly, Jennifer Podolsky, Karen Rackley, Sonja Vloeberghs

At 6:02 p.m. Mr. Ginsberg called the meeting to order and announced that pursuant to the provisions of the Open Public Meetings Act, notice of this meeting was provided as part of the annual schedule of meetings to the municipal clerk, Princeton Packet, Town Topics and Trenton Times on Jan. 24, 2024. The notice was posted in the library, on the library's and municipality's websites and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the library's Administration Office.

Approval of Consent Agenda – Ms. Niedergang motioned to approve the Consent Agenda: Sept. 18, 2024 Meeting Minutes, Final September Bills and Preliminary October Bills . Ms. Oster seconded the motion. There was no discussion. The motion passed unanimously. Mr. Choudhury and Ms. Smith-Carrington were not present for the vote.

Board Materials – There was no discussion on the included materials: October Director's Report, Quotes for Products and Services – 3Q 2024, Budget vs Actual - 3Q 2024.

Staff Spotlight – Ms. Podolsky and Ms. Vloeberghs introduced Jordan Lilly. Ms. Lilly started with the library in November 2023 as a part time staff member in Adult Services and since March 2024, works as a full-time library associate in Lending Services. Ms. Lilly noted that much of what she does is hunt down missing items from the library's collection. Ms. Lilly listens to true crime podcasts, spends time with her dogs, walks and crochets during her free time. When asked about what type of items have gone missing, Ms. Lilly said most often items from the Library of Things collection, such as remote controllers, charging cords and binoculars, and visitors' personal items, such as umbrellas and earrings.

President's Report – Mr. Ginsberg noted that he attended the Children's Book Fair and is looking forward to Beyond Words.

Friends and Foundation Report – Ms. Podolsky noted that the Friends are busy preparing for Beyond Words Gala Reception to which there are still tickets available. She noted that the author talk and VIP reception with John Grisham and Jim McCloskey went very well last night. Ms. Podolsky gave a shout out to Friends and Foundation co-chair, Courtney Lederer, who was instrumental in obtaining a last minute gold sponsorship donation from Noom, a new business in town. Ms. Hermann noted the CEO of Noom will speak at Princeton Tech Meetup at the library in November.

5G Cell Antenna Committee Report - Mr. Van Buren noted they've received plan updates. Ms. Podolsky said that Ms. Simon and Mr. Garrison will work directly with Verizon with the approval of the municipality as well as the engineering department.

Employee Appreciation Committee Report – Ms. Tuzun noted that last week, the board provided breakfast items and snacks for the staff in appreciation for all the work they do. Ms. Podolsky thanked the board on behalf of the staff.

Finance Committee Report – Mr. Liao reported on the 3rd quarter budget vs actual that was included in the board packet, noting revenue at 96% (which includes some 4th quarter revenue), expenses at 74% and the annual appeal at 50% (last year - 35% at this time).

Library Planters - Ms. Chernik noted that after several unsuccessful attempts to solicit quotes for the library's outdoor planters, D&R Greenway Land Trust agreed to create fall arrangements in three planters. They used only native plants and are thrilled about the partnership with the library. Ms. Chernik noted that the library will again ask for quotes next year. Ms. Tuzun's husband is also interested in helping with the plantings.

Nominating Committee Report - Ms. Niedergang noted that the committee met and will reach out to board members before presenting their recommended 2025 slate of officers to the board at the November meeting.

Policy Committee Report – Ms. Oster noted that the committee met to discuss the meeting room rental policy. They plan to continue discussion at their next meeting.

Fundraising Report – Ms. Podolsky noted there was no report due to the development office and the Friends and Foundation preparing for the Beyond Words events.

Director's Report – Ms. Podolsky thanked those that took part in and/or attended Beyond Words author talk, especially Janie Hermann and Pam Wakefield. Ms. Hermann noted that as a last minute addition - CSPAN and PBS NewsHour were at the John Grisham/Jim McCloskey author talk. She noted that Linda Glimore at Nassau Presbyterian Church provided a considerable amount of help. Ms. Niedergang noted that Princeton Council will honor Centurion on Monday, Nov 28 at their 7 p.m. meeting.

Ms. Podolsky thanked those who attended the Annual Book Sale and the Children's Book Festival and thanked the volunteers and library staff with a special thank you to the facilities staff for all of their contributions to the success of both events.

Resolution 2024-23 - Mr. Van Buren motioned to approve Resolution 2024-23 awarding the maintenance services contract to H.T. Lyons, Inc.. Ms. Barreto seconded the motion. Ms. Chernik noted that two bids were submitted and that H. T. Lyons, Inc. provided the lowest cost, responsive and responsible bid. There was no discussion. The motion passed unanimously.

Board Comments – Mr. Ginsberg mentioned that although the total number of required hours of library-related education for the board to qualify for state aid is seven hours, the Policy Committee may consider including additional hours for the board in the bylaws.

Proposed Agenda Items – There were no proposed agenda items.

Meeting Schedule/Adjournment – Mr. Van Buren motioned to adjourn the meeting; Ms. Tuzun seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:48 p.m.

The next Board meeting is scheduled for November 20, 2024.