



BOARD OF TRUSTEES MEETING MINUTES

March 19, 2025

In Attendance

Trustees: Holley Barreto, Kushanava Choudhury, Robert Ginsberg, Mayor Mark Freda, Jeffrey Liao, Stephanie Oster, Keisha Smith-Carrington, Sebnem Tuzun

Library Staff: Erica Bess, William Chong, Kim Dorman, JiHae Ju, Kaylie Keesling, Jennifer Podolsky, Karen Rackley, Sonja Vloeberghs, Marissa Warren

Teen Reps: Tessa Silver

At 6:01 p.m. Ms. Tuzun 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. 3, 2025. 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 – Mr. Ginsberg motioned to approve the Consent Agenda; Ms. Smith-Carrington seconded the motion. There was no discussion. The motion passed unanimously.

- Feb. 19 Meeting Minutes
- Final February Bills
- Preliminary March Bills
- Resolution 2025-11: 2025 Emergency Temporary Appropriations
- Resolution 2022-12: Resolution Authorizing Certain State Contract Vendors

Board Materials – There was no discussion on the included materials: Monthly Statistics (January and February), Director's Report.

Public Comment – There was no public comment.

President's Report – Ms. Tuzun read Mr. Van Buren's report: "First of all, thank you to Sebnem for presiding over this month's Board meeting. As we approach the end of the first quarter of 2025, I'm excited to see our focus on bringing our strategic plan to life. Thank you to Jennifer and her staff for their hard work to deliver on our goals."

Friends and Foundation Report – Ms. Barreto, as the liaison to the Friends and Foundation, reported that the Friends and Foundation met in January with the new slate of members. Their discussions focused on onboarding new members and reviewing 2025 development goals. She noted the Friends and Foundation will be hosting an open house on Wednesday to introduce the public to the organization and ways they can be involved. Ms. Barreto noted that there will be a Beyond Words event with Jennifer

Weiner on April 7, a Friends and Foundation Around Town luncheon with Elinor Lipman on April 25, and two events in May with details to follow.

Teen Representative's Report – Ms. Silver noted that a Teen Advisory Board member, Carina, gave a presentation on food insecurity and climate change. TAB members created a bulletin board, “TABloid,” in the Teen Center to highlight their top projects, and decorated the library’s book drop in the lobby. They’ve released two new Keeping Tabs podcasts. “I Read This Book” is on April 1, and “Teens Take a Stand” on May 9 in collaboration with the municipal teen board. On social media, the four Teen Book Tuesday videos received a total of 2500 views, collectively, on Instagram and TAB will be posting about new books coming to the library, on “What’s New Wednesday.”

Committees - Ms. Tuzun noted that per the bylaws, all ad hoc committees must have a majority approval by the board. Ms. Tuzun noted that the Strategic Oversight (ad hoc) Committee will be focused on providing the board with an ongoing and comprehensive view of library programs and services and Friends and Foundation fundraising activities and their alignment with the library strategic plan and funding needs. This committee will be chaired by Ms. Barreto, who is also the board’s liaison with the Friends and Foundation board. She will be joined on the committee by Mr. Liao and Ms. Tuzun.

Mr. Ginsberg motioned to approve the Strategic Oversight Committee as an ad hoc committee; Ms. Oster seconded the motion. There was no discussion. The motion passed unanimously.

Personnel Committee Report – There was no report.

Policy Committee Report – Mr. Ginsberg noted the committee met on March 11 and revised the bylaws which had been reviewed by the library’s attorney. He referred the board to the marked up copy of the bylaws and a completely revised copy which was included in the board packet.

Finance Committee Report – Mr. Liao noted that the Finance committee did not meet this month; they will be meeting quarterly.

Strategic Oversight Committee - Ms. Barreto noted the committee had their first meeting at which they reviewed a confidential fundraising report that was shared by the Development Office; Ms. Keesling will be sharing some of that information in her presentation to the trustees. The committee requested an overview for the board as well as brief talking points about fundraising that trustees can use in community conversations. The committee reviewed a draft 2024 strategic plan update and discussed a strategic plan update that Ms. Podolsky will provide quarterly. The committee also discussed the director’s strategic activity talking points for the board which will be presented by Ms. Podolsky later in the meeting.

Fundraising Report – Ms. Keesling presented a slideshow about fundraising to the Trustees. She noted the Annual Appeal goal for 2025 is \$350,000 with a 75% donor retention rate and 100 new donors.

Director's Report – Ms. Podolsky noted that two new sections, Executive Director’s Reports and Statistics, were added to the board website; these reports contain additional information to what is presented at the board meeting. Information on Strategic Insights, Experience Princeton and Community Engagement Events can be found under February 2025, and under March 2025: Strategic Plan Update, Upcoming Events, Children’s Book Festival Talking Points, Princeton Public Library BoardBUZZ. There will be a strategic accomplishment update presented quarterly.

Ms. Podolsky shared information from the BoardBUZZ and the CBF Talking Points. She referred the board to the list of upcoming events and noted several events that she attended. Ms. Podolsky noted that on

Mon., March 24 at the Princeton Council Meeting, a proclamation will be made for National Library Week. She encouraged trustees and staff to attend. She noted many upcoming events, such as, I Read This Book, Martin Luther King, Jr. Distinguished Lecture and the Princeton Environmental Film Festival.

Bylaws Annual Review - Mr. Ginsberg motioned to approve the revisions to the Bylaws as presented. Ms. Oster seconded the motion. There was no discussion. The motion passed unanimously.

Correspondence - There was no correspondence.

Resolution 2025-13 - Mr. Liao motioned to approve Resolution 2025-13: Approval to Apply to NJSL REV250 Grant. Mr. Ginsberg seconded the motion. Ms. Podolsky explained that the State Library required a resolution for this nearly \$20,000 grant which, if awarded, will amplify the impact of the library's Voices of Princeton project to reach a wider audience. Funding will allow the installation of listening stations at several community partners including the Arts Council of Princeton and the Historical Society of Princeton. It will also allow the library to create an oral history recording kit to be included in the Library of Things collection, and use the recording equipment to record a professional podcast. There was no further discussion. The motion passed unanimously.

Board Comments – Mr. Ginsberg shared that a former student (now 74 years old) contacted the library with the intention of getting in touch with Mr. Ginsberg. The email from his former student was forwarded to Mr. Ginsberg and the two were able to talk and plan to meet in the near future.

Proposed Agenda Items – There were no proposed agenda items.

Meeting Schedule/Adjournment – Mr. Ginsberg motioned to adjourn the meeting; Ms. Smith-Carrington seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:06 p.m.

The next Board meeting is scheduled for April 23, 2025.