



## BOARD OF TRUSTEES MEETING MINUTES

### Sept. 17, 2025

#### In Attendance

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

Library Staff: Erica Bess, Laura Bishop, William Chong, Janie Hermann, JiHae Ju, Kaylie Keesling, Anna Lewis, Jennifer Podolsky, Karen Rackley, Bonnie Sprouls, Sonja Vloeberghs, Marissa Warren

Others: Rebecca Beissinger (member of the public)

At 6:02 p.m. Mr. Van Buren 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.

- August 20, 2025 Meeting Minutes
- Final August Bills
- Preliminary September Bills

**Board Materials** – Mr. Van Buren mentioned the Board Materials (Monthly Statistics, Monthly Director's Report). There was no discussion on the included materials.

**Public Comment** – There was no public comment.

**President's Report** – Mr. Van Buren thanked the staff for making the library a destination for all. He noted that the board recognizes the work and dedication of the staff. He reminded the trustees to report any board training they have taken to Ms. Rackley.

**Friends and Foundation Report** – Ms. Keesling noted that Beyond Words is now a series event in the new event model for the Friends and Foundation. She noted the events are yielding more money for the library and making more efficient use of staff time. The final event in the series is Mary Roach. Ms. Hermann noted Mary Roach's new book just got a starred review in the Kirkus Reviews and listed as the best nonfiction book out this week. Ms. Keesling noted the ticket prices and the benefit that comes with the different levels. Ms. Oster inquired as to the lowest ticket price; Ms. Keesling noted it is \$125 which includes the author talk and a copy of the book. Ms. Keesling noted the remaining Around Town events

are Vishaan Chakrabarti on Sept. 30, Katie Kitamura on Oct. 28 and Jessica Pearce Rotondi on Dec. 2. She noted the endowment evaluation will be presented next month.

**Finance Committee Report** – Mr. Liao noted the committee met to discuss the state health benefits plan as noted in Resolution 2025-22 which will be discussed later in the meeting.

**Personnel Committee Report** – There was no report.

**Policy Committee Report** – There was no report.

**Fundraising Report** – Ms. Keesling noted the annual giving remains stable and on track with last year. The development office continues to apply for grants. Grant revenue (ytd) is up 46% over (year end) last year and up 192% from the end of 2023. Ms. Keesling distributed new planned giving materials to the trustees. She noted they are refreshing some of their fundraising materials and will have a photo shoot on Sept. 29 to help with that effort. Ms. Keesling asked that trustees that are interested should contact the development office. She noted on Oct. 20, the Giving Takes Over campaign launches with a video created as a service project by a Teen Advisory Board member; the video will be presented at Beyond Words.

**Director's Report** – Ms. Podolsky noted there was a swatting incident at the library whereby armed officers entered the library. She noted that the staff handled it well. Ms. Podolsky noted the library sent a statement to the public after the incident. She noted the library reached out to the police department on how staff should handle this type of situation in the future. Once they meet, the library will incorporate the police's suggestions into the emergency procedures manual, if appropriate.

Ms. Podolsky mentioned the following: attending Dancing Under the Stars, the BoardBUZZ that is posted on the board website, the Cafe RFP is live with proposals due on Oct. 24, the Spark Lab opening is set for Nov. 15, the Annual Book Sale will be on Oct. 10-12 and September is library card sign-up month.

Ms. Barreto asked for an update on the replacement of the rear doors. Ms. Podolsky noted that the library will be able to pay for the doors. She noted that the library will not be using a cost estimator prior to the request for bids.

**Unfinished Business** – There was no none.

**Resolution 2025-22** - Mr. Ginsberg motioned to approve Resolution 2025-22: State Health Benefits Plan; Ms. Oster seconded the motion. Mr. Freda left the meeting. The board discussed the state health benefits plan. Mr. Choudhury suggested forming an ad hoc committee to obtain more information about options. Ms. Van Buren will add this to the proposed agenda items. The motion passed unanimously.

**Library closure Dec. 16, 2025** - Mr. Ginsberg motioned to approve the closure of the library on Dec. 16, 2025 for the library's staff development day. Ms. Smith-Carrington seconded the motion. The board offered to help in any way. There was no further discussion. The motion passed unanimously.

**Board Comments** – There were no comments.

**Proposed Agenda Items** – There were no proposed agenda items.

**Resolution 2025-23** - At 7:31 p.m., Mr. Ginsberg motioned to approve Resolution 2025-23 to enter into closed session to discuss personnel matters; Ms. Smith-Carrington seconded the motion. The motion passed unanimously.

At 7:33 p.m., the board met in closed session to discuss personnel matters. No action was taken as a result of the closed session. At 8:50 p.m., Mayor Freda motioned to return to open session; Ms. Smith-Carrington seconded the motion. The motion passed unanimously.

**Meeting Schedule/Adjournment** – Mayor Freda motioned to adjourn the meeting; Ms. Smith-Carrington seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:50 p.m.

The next Board meeting is scheduled for Oct. 15, 2025.