



## BOARD OF TRUSTEES MEETING MINUTES

### October 14, 2025

#### **In Attendance**

Trustees: Holley Barreto, Jeffrey Liao, Stephanie Oster, Keisha Smith-Carrington, Chris Van Buren

Library Staff: Erica Bess, Laura Bishop, Becky Bowers, William Chong, Janie Hermann, Jennifer Podolsky, Karen Rackley, Sonja Vloeberghs

At 6:01 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** – Ms. Oster motioned to approve the Consent Agenda; Ms. Smith-Carrington seconded the motion. There was no discussion. The motion passed unanimously.

- Sept. 17, 2025 Meeting Minutes
- Final September Bills
- Preliminary October Bills
- Resolution 2025-24: Acceptance of Restricted Gifts and Grants, Q3 2025
- Resolution 2025-25: Appoint Library Auditors 2025

**Board Materials** – There was no discussion on the included materials: Monthly Director's Report, Monthly Statistics, Quotes for Products and Services – 3rd Qtr, 2025, Budget vs Actual - 3Q 2025.

**Public Comment** - No public comments.

**President's Report** - Mr. Van Buren thanked the staff for all that they do and noted how wonderful our library is. Mr. Van Buren reminded the trustees that per the bylaws, they are required to take and report an hour of training.

**Friends and Foundation Report** - Ms. Barreto noted that the Friends and Foundation board met on Sept. 25 and passed their 2026 budget. She noted that Beyond Words, with Mary Roach, the last of the Beyond Words events for the year will be on Friday. Tickets are still on sale; 150-200 people are expected to attend. She noted there is an F&F Around Town event with Katie Kitamura at Princeton University Press on Oct. 28.

Ms. Barreto reported that the current combined evaluation of the endowment is at \$19.603 million.

**Finance Committee Report** - Mr. Liao reported that the committee met yesterday and discussed the budget vs. actual and the capital budget proposal which included roof restoration.

**Personnel Committee Report** - No report.

**Policy Committee Report** - No report.

**Strategic Oversight Committee Report** - Ms. Barreto reported the committee met and discussed the 2026 budget.

**Fundraising Report** - Ms. Barreto reported that the Giving Takes Over campaign will launch on Oct. 20. The campaign includes a video produced by a member of the Teen Advisory Board that will be screened at the Oct. 17 Beyond Words event. She noted the annual appeal was on track to meet the goal of \$350,000.

**Director's Report** - Ms. Podolsky reported information from the BoardBUZZ. She noted the head of NJLTA's public policy presented their upcoming legislative priorities, one of which is Senate Bill 4520 - practices for libraries purchasing digital materials.

**Unfinished Business** - There was no unfinished business.

**Correspondence** - There was no correspondence.

**2026 Capital Budget** - Ms. Oster motioned to approve 2026 Capital Budget; Ms. Smith-Carrington seconded the motion. There was no discussion. The motion passed unanimously.

**Board Comment** - Ms. Barreto noted that she took training presented by the NJ Library Trustee Association. There was discussion on how to access such training. Ms. Podolsky noted that there are links to access training on the board website.

**Proposed Agenda Items** - Mr. Van Buren noted that at a previous meeting, Mr. Choudhury proposed an ad hoc committee for advocacy engaging healthcare experts; this will be tabled for a future meeting.

**Resolution 2025-26** - At 6:36 p.m., Ms. Oster motioned to approve Resolution 2025-26 to enter into closed session to discuss personnel matters; Mr. Liao seconded the motion. The motion passed unanimously.

The board met in closed session to discuss personnel matters. Trustees in attendance: Ms. Barreto, Mr. Liao, Ms. Oster, Ms. Smith-Carrington, Mr. Van Buren. No action was taken as a result of the closed session.

At 7:17 p.m., Ms. Oster motioned to return to open session; Ms. Smith-Carrington seconded the motion. The motion passed unanimously.

**Adjournment/Meeting Schedule** – Ms. Oster motioned to adjourn the meeting; Ms. Smith-Carrington seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:17 p.m.

The next Board meeting is scheduled for Nov. 19, 2025.