The Trenton Public Library
Minutes
Meeting of the Board of Trustees
Thursday, May 8, 2014 5:30 p.m.
Main Branch 120 Academy St., Trenton, New Jersey 08608

Trustees Present: Crystal Smith, Patricia Smith, Lucy Feria, Virginia Dietrich, Elizabeth Yull

Staff Attending: Kimberly Matthews, Library Director, Shanna Leggett, Administrative Secretary

Friends of TFPL: Edith Beckett

1. Call to Order – Crystal Smith called the meeting to order at 5:44 PM

2. Announcement of Compliance with the Open Public Meeting Law – Director Kimberly Matthews announced that the meeting of the Trenton Free Public Library Board of Trustees was being held in compliance with the New Jersey Open Public Meetings Law.

3. Roll Call for Quorum – Director Kimberly Matthews proceeded with roll call.

4. Approval of the Agenda – Virginia Dietrich moved and Crystal Smith seconded approval of the agenda.

5. Approval of the Minutes of the Meeting of April 17, 2013 – Elizabeth Yull moved and Crystal Smith seconded approval of the minutes from the April 2014 meeting.

6. Public Address – There was no address from the public.

   - The Board directed Dir Matthews to compose letter for City asking City to release funds, estimated $334,000. Amounts withheld need to be revisited by City, as they create a delay in expenditure. AS a result, these funds will be used for Children’s room and other modernization projects. Virginia Dietrich moved and Elizabeth Yull seconded the approval

8. Bill List – Elizabeth Yull moved and Virginia Dietrich seconded approval of Bill Lists

9. The Friends of TFPL – Edith Beckett, President of the Friends of TFPL, was present. The Friends of the TFPL had a meeting Saturday May 3. The Board requested that the Friends support the June 21st Open House fundraiser held by
the Library and that the Friends make a donation to the Children’s Room Mural. The Friends did not discuss these requests at their meeting.

At the meeting on May 3rd, the Friend’s reviewed their bylaws and MOU. They felt the actual role of the organization was very narrowly defined as fund-raising and, wanting a broader scope, it was decided to change the by-laws and MOU. The amended MOU was present to the Board of Trustees for review. The Friends of TFPL next meeting is scheduled for May 31, 2014. They will discuss the Library’s requests for support at that time.

The Library Board determined that this would not provide adequate time for planning for the June 21st event and requested that the Director work with the Trenton Historical Society to secure support for the event.

10. Administrative Report - Director Matthews reported on the following:

- Director Matthews reviewed the Personnel changes
  - Patricia Hall, Administrative Assistant has retired after 27 ½ years at TFPL on April 30, 2014
  - Benjamin Navarro, Part-Time Library Assistant, has resigned as of May 3, 2014
  - Anna Shifton, Librarian 1, has been hired, her start date is June 12, 2014
  - Robert Most-Clark, has been given a full-time temporary position as an Apprentice Historian for the period of May 29, 2014-December 31, 2014
  - Edward Iremonger, has been given a full-time temporary position in Maintenance for the period of May 29, 2014 – December 31, 2014

11. Old Business -

- Children’s Mural - Director, Matthews invited the Board to look at work done by Artist Nichole Blackburn. The artist will be painting skies on three walls of the children’s room as a donation from Big Sky Countries. The Artist Nichole Blackburn will charge ½ prices for any other paintings done such as characters, dragons, castles, etc. The Director requested the approval of the donation proposal and the inclusion of the end wall at a cost of $8,600. Elizabeth Yull moved and Virginia Dietrich seconded approval.

- Open House June 21, 2014 - Trenton Free Public Library will have an Open House June 21, 2014 the Board, as previously discussed will ask the Trenton historical Society to assist with the procurement of the liquor license and the purchasing of wine and cheese as well as promotion of this event.

12. New Business -

- Trustee workshop September 13, 2014 Eatontown NJ, the Board is encouraged to attend.
• Approval for transfer of Trust income, The Trenton Free Public Library has met all requirements for transferring funds to operating account. Virginia Dietrich moved and Lucy Feria seconded approval of transferring trust income.

13. Library Development – discussion ensued on library happenings and improvements including the Outpost, the Media Box should arrive approximately July 15, Children’s Room progress, and movement of periodicals.

13. Executive Session - 6:37p.m

14. Adjournment - The meeting was adjourned at 7:10 PM

Respectfully submitted,
Shanna Leggett, Recorder