Call to Order @ 5:40pm by Director Kimberly Matthews

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.

Roll Call: Director Kimberly Matthews proceeded with roll call.

Approval of Agenda- Virginia Dietrich moved and Laverne Rice approved

Approval of Minutes for February 20, 2014- Laverne Rice moved, Crystal Smith approved and Elizabeth Yull Obtained.

Open Public Address- No public choose to address the Board

Financial Report-
- The Book budget line is significantly under spent. The Librarians will develop a plan to expend the remaining $98k by end of Fiscal Year. The 2nd week of June is the deadline for purchasing, to make the fiscal year we will focus on purchasing books, cd’s, etc.

Bill List- Laverne Rice moved Elizabeth Yull second the approval of Bill List.

Friends- None Present

Administrative Report-
- Personnel Changes –
  - Shanna Leggett, Administrative Secretary, Start Date February 24, 2014
- Facility update- The Director, Historian and Facility Manager went to the Eagle Tavern to pick up furniture donated to TFPL by the Historical Society for our new Reading Room. Painting of the 1976 addition will completed by next Board Meeting.
- Project progress updates- Children’s Librarian is partnering with student from The College of NJ to provide tutoring to children of the YWCA and Head Start. Also TCNJ students are involved in projects in the Trentoniana.
• Report on Discussion with City Hall concerning the Branches- Director Kimberly Matthews presented a photo presentation of current Branch conditions. The Library was given permission by Mayor Muschal to take what could be utilized at Main from the Branches such as flat screen TV’s(3), furniture, etc. The Mayor is working on repairs to Skelton on the hope of reopening soon. Director Matthews provided a draft operating budget to the City for Skelton FY15 of roughly $476,000. Discussion ensued as well as presentation by the Director of the previously discussed and approved service model for the future involving Library Outposts, Main, and a Cybermobile. The Board Chair, Crystal Smith, summarized the Boards position that City Council will need to officially approve an increased FY15 Library Budget before any action will be taken by the Library to operate a reopened Branch location. The Board does hope that the City is able to commit the funds to make such reopening possible.

Old Business:
• Cultural Festival- The Board set the date for the Cultural Festival as August 23, 2014. The Library staff will begin working on all the various components such as stage, tables, entertainment, food vendors, crafts, etc.
• Accept FY 2013 Audit- Virginia Dietrich moved and Laverne Rice second approval
• Library Outpost-The Library has completed the RFB for the Library Outposts (up to four). Director Matthews will bring the winning Bid to the next meeting for acceptance via resolution.
• The Lease Program from GovCap for the Library Media Box 1500 from PIK Inc was considered and approved. The lease is for a period of six years, total 60,999.00, yearly payment $11,303.47, at an interest rate of 4.011%. It was Moved by Virginia Dietrich and seconded by Elizabeth Yull, Approved by unanimous vote. "

New Business:
• Electronic Services- Virginia Dietrich requested that the Library staff make a more diligent effort to promote electronic services such as Overdrive with posters
• All Staff training day for New Ecommerce March 26, 2014- Training is for the purpose of training staff of The Trenton Free Library to use Ecommerce systems that will be installed March 25. Crystal Smith agreed a training day needed. Elizabeth Yull moved and Virginia Dietrich second approval of Library closure on March 26th for the purpose of All Staff Training.

Library Development:
• Discussion ensued through meeting on Library development- particularly the Outposts and new service models the library will persue in FY15 therefore no additional discussion was had.

Announcements:
• Gala Opening/Open House- The Board has requested the Director organize an Open House/Gala in the coming months to highlight the new changes and services.

Executive Sessions: Started @7:25pm Ended @8 pm
Adjournment: 8 pm