The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
September 18, 2014, at 5:30 pm

Trustees Present: Crystal Smith, Lavern Rice, Patricia Smith, Elizabeth Yull

Staff Present: Kimberly Matthews, Director and Shanna Leggett, Administrative Secretary

1. Call to Order- Crystal Smith called the meeting to order at 5:58 pm

2. Announcement of compliance with the Open Public Meetings Law- Director Matthews

3. Roll call for Quorum- Crystal Smith, Lavern Rice, Patricia Smith, Elizabeth Yull

4. Agenda Approval- Elizabeth Yull moved and Lavern Rice seconded the approval of the Agenda

5. Approval of Minutes of the August 14, 2014 Meeting- Lavern Rice moved and Crystal Smith seconded the approval of July 10, 2014 Meeting Minutes as distributed. Elizabeth Yull abstained.

6. Open for Public Address- none


8. Bill List – Elizabeth Yull moved and Lavern Rice seconded the approval of the July 2014 Bill List

9. Administrative Report:
   - TFPL Summer Reading Wrap-up- Children’s Librarian Corrie Peterson did a phenomenal job with the summer reading program. There were 90 children signed up for summer reading and approximately 36,000 hours of reading total. C.H.E.R.I.S. The Children Inc. provided backpacks for our Summer Reading Party August 15, 2014.
   - Career Online High School Update- Continuing workshops and preparation for launch of Online High school at TFPL. The program launch will be the week of October 13th.
   - Update on Sept 9th meeting with Mayor Jackson concerning "Friends of TFPL" – Mayor Jackson wants TFPL and FRIENDS to build bridges and seek resolution. A follow up meeting with Chief of Staff and Board President Crystal Smith is planned. The Board expressed its hesitant willingness to work with the group only if they agree to the MOU as presented.
   - "Get Informed @ Your Library" new program- Create access to different workshop to help the Trenton community get and stay informed on basic life skills and tools.
• Staff Development Day Oct 8th 9-4:30pp – Librarians will take the lead on Team building exercises and overall agenda for the day.
• Children’s Room Project Update- Children’s room project has been placed on hold until the complete quarterly dispersement from the City is received.

10. Old Business:
• Book Keeper- the Administration continues to have concerns as to the new bookkeeper’s accuracy and competence. The Board discussed options for moving forward.
• Director’s Contract- The Board reviewed the Director’s Contract. As recognition for the Director’s outstanding work and the Board’s desire to continue the current relationship- the Director’s contract was extended through the effective dates of the current strategic plan-July 2019. It was moved by and seconded by . The vote was unanimous.
• Library Out-Posts- TFPL is still looking at potential locations for Out-Posts. Board Chair, Crystal Smith is in conversations with Sam Frisbee in hopes that the YMCA will be the first location.

11. New Business:
• November 2014 Fine Amnesty Program – The Director proposed a fine amnesty program for November. It will be our first in at least 7 years. We will partner with a local food pantry and accept canned goods in place of fines for patron accounts. We will also have a youth component that will be ongoing for late fees. Lavern Rice moved and Elizabeth Yull seconded the approval of Fine Amnesty Program.
• "Little" Trenton Free Public Library's- New Program – In an effort to introduce the "little library" movement to Trenton, the Library will begin a program. We will create/build 20 little Libraries to give to the community. The awards will be made utilizing an Essay Contest of “why your location or home/business/organization is a great place for a “Little Library””. The Library will provide installation and seed collection. Once placed, the library will put a list of locations on its website.
• Thanksgiving Holiday "Board Gift" to Staff- Early closure November 26, 2014 2pm. Crystal Smith moved and Patricia Smith seconded the approval of Early Closure on November 26, 2014.

12. Trustee Enrichment:
• Trustee Training- Crystal Smith attended September 13, 2014 trustee training offered by the State Library of NJ. Discussion ensued concerning the goals of the Library and the Board and the ongoing efforts at promotion, advocacy, and outreach.

13. Announcement:
• Board of Trustee Meeting date change November 13, 2014 to November 20, 2014 @ 5:30 pm

14. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, October 9th, 2014

15. Adjournment: The Library Trustees adjourned at 7:38 pm
Library Trustees Meeting, September 18, 2014.

Respectfully Submitted,

Shanna Leggett
Recorder