The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
November 12, 2015 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Patricia Smith, Lavern Rice and Janet Nicodemus

Staff Present: Patricia Hall, Operational Manager and Shanna Leggett, Admin. Secretary

1. Call to Order- Crystal Smith called the meeting to order at 6:05 pm.
2. Announcement of compliance with the Open Public Meetings Law - Patricia Hall, Operational Manager
3. Roll call for Quorum- Crystal Smith, Elizabeth Yull, Patricia Smith, Lavern Rice, Janet Nicodemus
4. Agenda Approval- Patricia Smith moved and Elizabeth Yull seconded the approval of Agenda.
5. Approval of Minutes of the October 8, 2015 Board Meeting – Elizabeth Yull moved and Lavern Rice seconded the approval of Board Minutes
6. Open for Public Address- Public not present
7. Friends Report- No Friends present Board discussed other options for fundraising discussed.
8. Financial Report – Ann Zawartkay, CPA, presented the financials information provided in document form to give the Board a visual of TFPL financial status discussion ensued

10. Administrative Report:
   - Children’s Librarian Sarah Powell and Innovation Catalyst Librarian Ian Sloat presented October narrative.

Old Business:
- Outpost – Tabled
- Accounting Services – Report presented
- Employee of The Month – Damaris Retena was given the honor of Employee of the Month for November 2015
- Career Online H.S – Tabled

Library Trustees Meeting, November 12, 2015.
Children’s Room updates – Meeting with Greyhawk Company was successful. They will refer architect/project manager for completion of Children’s Room.

11. New Business
- Directors Search- Board has been information to review to vote at December’s meeting on hiring Consulting firm to handle Director search.
- IT Services- APPC IT Company/City Vendor contract has been suspended by City Administration. FCC is the new current company pending court decision
- Library Cards – The Board of Trustees unanimously agreed to implement the Live, Work, Learn initiative. This will allow patrons who live, work or learn in Trenton Community to get free Library cards. Patron must bring proof that they live, work or learn in Trenton.

Personnel Change
- Christopher Miller has resigned as Outreach Librarian effective November 12, 2015
- Aaliyah Sylvester- has been hired temporarily as a part-time Page

Announcement
- Thanksgiving Holiday- The Board of Trustees has agreed to close the Library at 2 pm on Wed. 11/25/2015. The Library will be closed 11/26/15 -11/27/15 for Thanksgiving Holiday.

12. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, December 10, 2015 @ 6:00 pm

13. Adjournment: The Library Trustees adjourned at 7:48 pm

Respectfully Submitted,
Shanna Legget
Recorder