The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
February 11, 2016 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Deniece Johnson Jackson and Patricia Smith
Staff Present: Patricia Hall, Operational Manager and Shanna Leggett, Admin. Secretary

1. Call to Order- Crystal Smith called the meeting to order at 6:04 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, and Deniece Johnson Jackson.

4. Agenda Approval- Elizabeth Yull moved and Deniece Johnson Jackson seconded the approval of Agenda.

5. Approval of Minutes of the January, 2016 Board Meeting – Elizabeth Yull moved and Deniece Johnson Jackson seconded the approval of January 2016 minutes. Patricia Smith abstained

6. Open for Public Address- Public not present

7. Friends Report- Friends/TFPL are working together to fundraise for new Children’s room.

   • Ann Zawartkay, CPA, presented the financial information discussion ensued.

9. Bill List – Patricia Smith moved Deniece Johnson Jackson seconded the approval of the January Bill List.

10. Administrative Report: Patricia Hall reported on the following:
    • The Library is scheduled to host various speeches and events in the upcoming months.
    • The Trenton Downtown Association (TDA) has invited the Library to be on the planning board for Patriots week 2016.
    • Lego Club – Is turning out to be very popular! This month there were 23 participants.
    • Children’s Librarian Sarah Powell has created a partnership with our local Dollar General store. Dollar General has donated Christmas Holiday items to the Library for 2016 holiday displays. Ms. Powell is also working with Music
Makers Saturday in February. We had 40 participants; Music Makers are interested in having a 10 week program this spring.

- Archivist Laura M. Poll continues helping patrons and other day-to-day responsibilities. She installed an exhibit of dime-store pulp fiction novels in one of the display cases in the atrium. She attended a New Jersey Historical Commission Grant Workshop at the Division of Archives & Records Management Center in Ewing on the 4th, met with Heather Camp and Adams Sibley of the Center for Community Engaged Learning & Research at the College of New Jersey on the 13th to discuss possible projects and collaborations. The College of New Jersey intern Amanda Mastronardi began on the 27th, she is helping with various duties in Trentoniana.

11. Personnel Changes – Rochelle Stern has been hired as a full-time Outreach Librarian. She has been very busy; she has managed to re-establish Meals on Wheels Program. A toiletry drive for our homeless (with Akira Harris) – up and running for the month of February.

12. Old Business

- Director Search- Library Development Solutions is currently reviewing the applications for the Director position.
- IT Services Update – The Library is pleased with the services FCC is providing.
- Cleaning Services – Tabled
- Mission Statement – Tabled
- Children’s Room – Fundraising incentives for donations discussion ensued.

13. New Business

- Budget - P. Hall meet with CPA to comprise a budget to be presented at March Board Meeting.
- Ground for Sculpture Pass - the Library has obtained Grounds for Sculpture pass that will allow patrons to check the pass out and visit Ground for Sculpture this pass is good for 4 people at one time.

14. Announcement

- There were no announcements

15. Executive Session – Entered in at 7:30 pm

16. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, Library Trustees Meeting, March 10, 2016.
March 10, 2016 @ 6:00 pm

17. **Adjournment:** The January meeting adjourned at 7:55pm

Respectfully Submitted,
Shanna Leggett
Recorder