The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
July 13, 2017 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Lavern Rice and Patricia Smith
Staff Present: Shanna Leggett, Admin. Secretary and Patricia Hall, Operational Manager

1. Call to Order - Crystal Smith, President called the meeting to order at 6:04 pm.

2. Announcement of compliance with the Open Public Meetings Law - Patricia Hall

3. Roll call for Quorum - Crystal Smith, President conducted Roll Call

4. Agenda Approval - Elizabeth Yull moved and Patricia Smith seconded the approval of Agenda.

5. Approval of Minutes of the June 8, 2017 Board Meeting – Elizabeth Yull moved and Patricia Smith seconded the approval of Minutes.

6. Open for Public Address - N/A

7. Friends Report - N/A


9. Bill List – Patricia Smith moved and Crystal Smith seconded the approval of the June Bill List.

10. Administrative Report - Patricia Hall, Operational Manager presented the following:

   - Summer Reading – Theme - Build A Better World
     o Students are required to read and report on 10 books to receive a prize at the Summer Reading Program Party held August 19
     o Reading logs and coloring sheets maintained by Library staff
     o Numerous activities scheduled for July and August
   - Summer Feeding Program- City staff of three including a supervisor will be on site from 9 AM to 2 PM to receive and distribute lunch to children up to 17 years of age.
   - Birthday Celebration – June 15, 2017
     o Mayor Eric Jackson participated in a Celebratory Ribbon Cutting Ceremony
     o North Ward Council Woman, Marge Caldwell Wilson, presented the Library with a proclamation in honor of the festivities
   - TFPL was the host for Trenton’s Religious Community held a press conference at the Library to announce Trenton’s first Literacy Day in conjunction with the Trenton Literacy Movement (TLM).
     o In conjunction with the press conference TLM coordinated with Trenton’s Digital Initiative who gave away more than 30 computers to students from the PJ Hill
School who benefitted from the Lexia Program. This activity occurred in the Community Room.

- Laura Poll, Archivist presented various items from Trentoniana to the Board as well as gave a presentation for ScanPro Digital Microfilm Reader Scanner to which the Board agreed to purchase.

11. Personnel Changes
   - Sarah Powell, Youth Services Librarian Resignation was accepted
   - Temporary Pages
     - Leeanna Campbell - start date June 22, 2017
     - Namiah Turner – start date June 22, 2017

12. Old Business
   - Director Search – Crystal Smith Board chair discussed

13. New Business
   - The Library’s new insurance carrier is Philadelphia Insurance Company. We no longer are insured by Chubb.

16. Adjournment: The July meeting adjourned at 7:14 pm

Respectfully Submitted,
Shanna Leggett, Recorder