The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
September 14, 2017 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Lavern Rice and Patricia Smith, Deniece Johnson-Jackson, Alex Rivera-Mayor’s representative
Staff Present: Shanna Leggett, Admin. Secretary and Patricia Hall, Operational Manager, Ann Zawartkay, Board Accountant

1. Call to Order- Crystal Smith, President called the meeting to order at 6:01 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 Lavern Rice seconded the approval of Agenda.

5. Approval of Minutes of the August 10, 2017 Board Meeting – Tabled until the October meeting

6. Open for Public Address- N/A

7. Friends Report- N/A


9. Bill List – Patricia Smith moved and Deniece Johnson-Jackson seconded the approval of the May Bill List.

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

   • Previous long time Trustees of TFPL board chair and member, Adrienne Hayling’s husband, Dr. Leslie Hayling, passed away. The Library sent a plant to her residence in his memory.
   • Summer Reading – The party was held on the 19th of August. The winners were Allison Lopez, 1st place (read 51 books), Jayvian Blackshear, 2nd place (read 44 books), and Kyle Bravo 1st place Middle School division (read 17 books). Each winner received refurbished laptop from the Trenton Digital Initiative as well as additional prizes. The guests participated in the Girls Scouts Garden of Eaten project where they all planted seeds. 34 elementary school children completed the program and six middle school children by reading a minimum of 10 books. The library provided a lunch of healthy sandwiches and juice and small prizes. The Reading Fairy Princess also made an appearance.
• Summer Feeding Program - We completed a successful program this summer and we hope to be a site for breakfast and lunch summer 2018.
• Poetry Café - The Library is preparing for the debut of the Poetry Café on September 21, 2017. The African American Cultural Collaborative of Mercer County.
• Shanshan Ming, the Assessment and User Services Librarian wrote her first grant since being appointed to the position, July 5, 2017.
• Laura Poll, Archivist hosted interns who accumulated a total of 100 hours during the month of August.

11. Personnel Changes
• Patricia Farmer – Youth Services Librarian 1, Start Date August 28, 2017
• Aman Gill – Library Associate, Youth Services, Start Date August 15, 2017
• India Moore – Library Page, Start date August 21, 2017
• Rochelle Stern – Resignation effective October 6, 2017
• Lorraine Jenkins – Resignation effective October 10, 2017

12. Old Business
• Director Search – Crystal Smith, board chair, discussed
• Children’s Room – We are waiting on the implementation of the water fountain
• Young Adult Room – Vaughn Collaborative has submitted the final and approved designs for the Young Adult room which will begin promptly following the children’s room completion.

13. New Business
• The Board discussed the activities scheduled for the already scheduled All Staff Day, October 20, 2017.

14. Executive Session
• The Board went into Executive Session at 6:07 PM. It ended at 6:22 PM.

16. Adjournment: The September meeting adjourned at 6:50 pm

Respectfully Submitted,
Shanna Leggett, Recorder