The Trenton Public Library
Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
May 10, 2018 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Patricia Smith, Deniece Johnson-Jackson.

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

1. Call to Order- Crystal Smith, President called the meeting to order at 6:02pm.

2. Announcement of compliance with the Open Public Meetings Law- Patricia Hall. Operational Manager made announcement.

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

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

5. Approval of Minutes of the April 12, 2018 Board Meeting- Elizabeth Yull moved and Patricia Smith seconded the approval of April 2018 minutes.

6. Open for Public Address- N/A

7. Friends Report- Patricia Tumulty, FRIENDS President reported

   • FRIENDS planned activities such as “Evening with FRIENDS” with Beverly Mills African American Cemetery Research and Book Clubs the goal is to get people interested in the Library again.
   • The Grant that the Friends applied for to get cooking tools and appliances for the young adults was not granted.


9. Bill List – Patricia Smith moved and Deniece Johnson- Jackson seconded the approval of the April 2018 Bill List.

10. Administrative Report- Patricia Hall presented

    • Fax Machine and Payware system- The Library is seeking a new vendor for Faxing and Payware. The current company has issues with its faxing system. The system has been out of order for the last 6 months with no resolution to how to fix to date. Not sure if it’s a hardware or software issues. Shanshan Ming Tech Service Librarian has been in contact with several different vendors.
    • Chiller System- The Library is in conversation with The City Of Trenton about the chiller replacement. Working with purchasing agent Isabella Garcia to get contractors to replace the Library chiller.
• Operational Manager met with 6 of the 7 Mayoral Candidates and 6 council candidates to discuss the financial status of TFPL as well as the hopes and costs for a new branch. They are as follows:
  o Mayoral Candidates:
    ▪ Daren Green, Reed Gusciora, Duncan Harrison, Annette Lartigue, Tyrone Gaskins for Paul Perez and Walker Worthy,
  o Council Candidates:
    ▪ Jerell Blakely, Marge Caldwell-Wilson, Zachary Chester, Dr. Shirley Gaines, Rachel Cogsville-Latimer
• Staff Day was held April 6th. Mariah Brown graduate of Rutgers University facilitated workshops on Diversity. The staff learned a lot and we will invite her back for additional workshops in the future.

11. Personnel Changes –
• Jayonna Tirado-Mack was hired as a PT Temp. Page
• Carla Evans resigned as a PT Temp. Page
• Shalon Napier resigned as a PT Temp. Page

12. Old Business –
• Children’s Room Update-
• 116th Birthday Celebration- Richard Jutkiewitz has obtain the permit to close the street off for the 116th Birthday Celebration 9am – 4 pm. The events begins at 11am and ends at 4 pm.
• Mamava- Insurance policy

13. New Business –
• Mobile Hotspot Policy- Elizabeth Yull moved and Deniece Johnson- Jackson seconded the approval of the hot spot policy as submitted with patron and staff signature added. All in Favor

14. Executive Session- Entered into @ 7:14 pm

15. Adjournment: The May Board of Trustee Meeting adjourned at 7:19 pm

Respectfully Submitted,
Shanna Leggett, Recorder