The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
September 13, 2018 at 6:00 pm

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

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

1. Call to Order- Crystal Smith, Board President called the meeting to order at 6:03 pm.
2. Announcement of compliance with the Open Public Meetings Law- Patricia Hall, Operational Manager
3. Roll call for Quorum- Crystal Smith, Patricia Smith, Elizabeth Yull and Lavern Rice.
4. Agenda Approval – Elizabeth Yull moved and Patricia Smith seconded the approval.
5. Approval of Minutes of the August 9, 2018 Board Meeting- Elizabeth Yull moved and Patricia Smith seconded the approval of August minutes.
6. Open Public Address – N/A
7. Friends of the Library- Patricia Tumulty, President reported on Friends summer activities and plans for Fall programming at the Library.
8. Financials – Ann Z. presented the financials for August 2018 discussion ensued.
9. Bill List – Patricia Smith moved and Lavern Rice seconded the approval of the August Bill List.
10. Administrative Report – The Library Closures- The Library has closed a total of 16 days. 10 early closures and 6 full closures for the month of August. Temperatures are above 85 degrees within the building. Closures are in compliance with the union contract perimeters.
11. Personnel Changes –
   - New Hire- Rebecca Franco-Martin has been hired as the Youth Services Librarian 8/6/2018
12. Old Business –
   - TFPL Chiller Installation – New chiller installed 8/14/2018. Water pressure is low within the building. Chiller will not function until water pressure has been taken care of.
   - Young Adult Room – The Library is collaborating with Vaughn Collaborative on plans for the new young adult room.
   - TimeForce/Isolved- The Libraries time keeping software has been updated.
   - State of the Library – The board of Trustees has made the decision to postpones the State of the Library Address until April 2019 during National Library Week. All in Favor
13. New Business
   • Staff Day- Scheduled for Oct. 26, 2018 has been postponed due to the many
     heat closures the Library experienced in July and August. All in Favor

14. Announcements –
   • Harry Potter Scavenger Hunt – 10/22/2018
   • One Simple Wish- Halloween Event – 10/24/2018
   • TFPL Halloween Event – 10/31/2018

15. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday,
    October 11, 2018 @ 6:00 pm

16. Executive Session – 7:02

17. Adjournment: The Library Trustees adjourned at 7:58 pm

Respectfully Submitted,
Shanna Leggett,
Recorder