

BOARD OF TRUSTEES MEETING
September 17, 2005
Revised October 18, 2005

TRUSTEES Present: Ed Beckerman (Presiding), Ira Fuchs, Ryan Lilienthal, Mayor Phyllis Marchand, Katherine McGavern, Mayor Joe O'Neill

STAFF: Leslie Burger, Elba Barzelatto, Sherwood Brown, Jennifer Mehlman, Jennifer Robinson (Staff Association)

OTHERS: Candace Braun (Town Topics), Rachel Silverman (Princeton Packet), Alexandra Floyd and Alex White (Teen Liaisons)

CALL TO ORDER

Mr. Beckerman called the meeting to order at 5:30 p.m. Mr. Beckerman asked Ms. Mehlman if proper notice of the meeting had been given as required by the New Jersey Open Public Meetings Law. Ms. Mehlman responded that it had.

APPROVAL OF THE MINUTES

An amendment was made to the minutes of August 16, 2005. The statement, "Ms. McGavern answered that it was legal as long as the accounting for the funds are not hidden from the auditor or the public", shall be amended to read, "**Ms. McGavern answered she thought it was legal as long as all relevant transactions were clearly reflected in the accounting process, as they occurred.**"

Approval of the minutes from the August 16, 2005 meeting was obtained via motion by Ms. McGavern and seconded by Mr. O'Neill. The motion passed via majority with Mr. Beckerman abstaining.

BILLS AND FINANCIAL REPORTS FOR AUGUST 2005

Ms. McGavern presented the August 2005 Financial Report. Board approval for the August 2005 Financial Report was obtained via motion made by Ms. McGavern and seconded by Mr. Fuchs. The motion passed unanimously.

Ms. McGavern presented the following bills for approval:

PUBLIC FUNDS

Borough/Township Operating

August Bills

\$82,430.46

Payroll Expenses

\$186,462.45

| | | |
|-------------------------------------|---------------------------|---------------------|
| | TOTAL PUBLIC FUNDS | \$268,892.91 |
| FRIENDS ALLOCATION | | |
| Bills | | \$12,883.90 |
| GENERAL FUND | | |
| August Bills | | \$47,816.66 |
| August Grants/Special Project Bills | | 16,206.36 |
| August Reimbursements/Loan | | <u>2,132.27</u> |
| | | \$66,155.29 |
| | TOTAL ALL FUNDS: | \$327,697.33 |
| TRANSFERS | | |
| Within Public Funds | | |
| To Payroll Account From | For August, 2005 | |
| Borough/Township Operating | Payrolls | \$180,000 |

Board approval of the August 2005 bills was obtained via motion made by Ms. McGavern and seconded by Ms. Marchand. The motion passed unanimously.

CONSTRUCTION BILLS AND FINANCIAL REPORT

Ms. McGavern presented the August 2005 Construction Account Financial Report. Board approval for the August 2005 Financial Report was obtained via a motion made by Ms. McGavern seconded by Mr. Fuchs. The motion passed unanimously.

There where no construction bills presented for approval.

STAFF SPOTLIGHT

Sherwood Brown had the honor of being this month’s staff spotlight. Mr. Brown is the facilities assistant for the library. He is responsible for opening up the building during the week (turning on the lights, computers, copiers, etc.) He retrieves materials from the off-site Book Drops and makes sure that the building operates smoothly during the day. He also organizes and set ups for events in the library’s meeting rooms. He delivers documents to the Borough, Township, board members, and the banks.

Mr. Brown has been overseeing the day to day operations of the library for 14 years. He feels like he’s working with family. He was very impressed with the amount of trust that was placed in him during the construction because of the amount of responsibility he was given. Transporting and keeping track of paperwork, checks, and other construction details was difficult but worth it. He felt a lot of gratification moving into the new library.

When Assistant Director Eric Greenfeldt retired, Chris Ducko was hired as Building Manager. Mr. Brown said that he was very lucky because Mr. Ducko knows everything there is about building operations and he’s has another opportunity to learn from someone. Mr. Brown feels his job is a continual learning process.

Outside of work, Mr. Brown has been seriously considering running for councilman in Trenton. He feels that he could effect change in the local government. Mr. Brown also has two sons, one who

is self-employed and the other is finishing his MBA at Rider University, and a daughter who is in her freshman year at high school.

Mr. Beckerman thanked Mr. Brown for taking on such an increase in responsibility before, during and after the building of the new library. Ms. Marchand asserted that Mr. Brown has been just incredible with the older children, especially when the library was in its temporary location. She felt he was able to deal rationally in an impossible situation. She supports his running for councilman in Trenton and feels that he should do quite well. Ms. Barzelatto wanted the board to know that Mr. Brown is very dependable. When the magnetic keys didn't work because of a power outage, Mr. Brown was contacted and arrived to open up the library with keys – on time.

FRIENDS OF THE LIBRARY

None.

LIBRARY FOUNDATION

The Foundation met last week with Jamie Sapoch, who outlined the methodology for fundraising over the next few years. The Foundation will appoint a subcommittee that will oversee the fundraising campaign.

STAFF ASSOCIATION

Jennifer Robinson reported that elections will be held in October and a slate is currently being developed.

PRESIDENT'S REPORT

None.

DIRECTOR'S REPORT

Leslie Burger regretfully informed the board that Vice President Ed Beckerman will be resigning. His term will end December 31, 2005. Ms. Burger thanked Mr. Beckerman for his assistance for getting the new library built. Mr. Beckerman responded that it was a unique experience, and that he had never seen all the elements come together at one time to make as close to a "perfect" library. He also appreciates serving on a board that respects the value of the library staff.

Comprise Technology has selected Princeton Public Library as one of the evaluation sites for testing its new point of sale technology. The complete transaction is now integrated and the library gets the software free in order to help evaluate it.

Ms. Burger also added some more appearances to her busy schedule as ALA President-elect: Washington, D.C. for a press conference regarding the Patriot Act and the Connecticut ruling, and gave telephone interviews for Banned Books Week with the John St. Augustine Radio Show and the Elmhurst (IL) Journal.

PUBLIC COMMENT

Ms. Marchand reported that there are no plans to change library parking through the end of the year. Any changes that are to be implemented will not occur until 2006.

OLD BUSINESS

STRATEGIC PLANNING

Ira Fuchs reported that six people from the strategic planning committee will evaluate the sample ideas for excellence low, medium, or high. There has been discussion about the focus groups that are to be formed. So far, the groups are to be divided into frequent users, non – frequent users, over 55,

parents with young children, teens, and 3 – 5 graders. The committee hopes to bring outside facilitators in to run the focus groups.

Ms. Marchand suggested getting people in town with skills in market research who might want to donate their time to train people to run the focus groups.

Ms. Burger said that she will email every board member the target groups that they are looking for research. Please feel free to feed any names qualify for any of the groups.

DRAFT VISION, MISSION, AND VALUES

Ms. McGavern suggested that the mission statement should read:

The Princeton Public Library's mission is to be an essential place in community life, connecting people with ideas, information, technology, resources and each other in a way that enriches their lives.

No action was taken by the board pending a recommendation from the strategic planning committee.

ADJOURNMENT

The meeting was adjourned at 6:28 pm via a motion by Ms. Beckerman and seconded by Ms. McGavern. The motion passed unanimously.

NEXT MEETING

The next Board meeting is scheduled for Tuesday, October 18, 2005 at 5:30 pm.