

Board of Trustees
 Josephine Marchetta, Pres.
 Beth Binde
 Deborah Celey
 Carmen Diaz
 Russell Marchetta
 Karen Monus
 Benito Ortiz
 Nicole Tracy
 Janice Baldwin Williams
 Cecilia Claflen (1922-2015), Emeritus

New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901
 732-745-5271

Minutes, Board of Trustees February 22, 2017 5:00 p.m.

1. Announcement of Compliance with Open Public Meeting. Notice of the meeting was sent electronically to the Home News Tribune and was posted in the library, on the library website, and at City Hall.
2. Call to Order.
3. Roll Call. Present: Binde, Celey, Diaz, J. Marchetta, Ortiz, Tracy, Williams; Excused: R. Marchetta, Monus; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Ortiz (Celey), unanimous.
5. Approval of Agenda. Binde (Celey), unanimous.
6. Approval of Minutes for January 25. Ortiz (Diaz), unanimous.
7. Approval of Bills. Celey (Ortiz), unanimous.
8. Committee Reports.

8.1. Policy Committee.

- 8.1.1. Meeting Room Policy: There was a discussion of whether commercial and partisan political use needs to be added to the permitted usage. There was a consensus not to add them at this time.
- 8.1.2. Circulation and Registration Policy: Addition of Material Types. The additional types added are in **bold**. Ortiz (Celey), unanimous.

Item Type	Loan in Days	Fine/Day	Renew	Maximum Fine	Default Charge if Lost ^{†*}
General Adult Books	14	.10	Once	\$3	\$25
New Books	14	.10		\$3	\$25
YA Books	14	.10	Once	\$3	\$15
Children's Books	14	.05	Once	\$3	\$15
Children's Book New	14	.05	Once	\$3	\$15
Magazines	14	.10	Once	\$3	\$3
Children's Magazines	14	.05	Once	\$3	\$3
Interlibrary Books	14	.10		\$3	\$25
Interlibrary Videos	3	1.00		\$10	\$25
Literacy and ESL	14	.10	Once	\$3	\$25
Books on Tape	14	.10	Once	\$3	\$10
Books on CD	14	.10	Once	\$3	\$40
DVDs New Theatrical	3	1.00		\$10	\$25
DVDs Theatrical	3	1.00		\$10	\$25
DVDs TV	7	1.00		\$10	\$25
DVDs Non-Theatrical	7	1.00		\$10	\$25
Playaway Children's	14	.10	Once	\$3	\$10
Playaway YA	14	.10	Once	\$3	\$40
Reference items	OV [†]	\$10		Unlimited	\$80

* If no price is listed in item record.

† OV - Reference sources do not normally circulate, but may be borrowed overnight (thirty minutes before closing) and returned the next morning (within thirty minutes of opening) with permission of the librarian in charge.

Item Type	Loan in Days	Fine/Day	Renew	Maximum Fine	Default Charge if Lost**
Children's Reference	OV	\$10		Unlimited	\$40
Archive	OV	\$10		Unlimited	\$50

- 8.2. Finance Committee. No update on budget.
- 8.3. Friends' Liaison: Victor Marshall Hand & Drum Ensemble was the February 1 program and it was well attended and very well received. The Friends donated \$150 to the African American Heritage Committee for their February 11 program. The Friends have also renewed the movie license. May 11 will be a fundraiser for the friends at Houlihan's. The March 1 Noontime Program will be Cool Women Poets presenting *Feminist Wiles*. The annual Book Sale will be April 7 and 8.
9. Director's Report.
- 9.1. African American Heritage Committee: The African American Heritage Committee's Black History Month program at the library was *The Domino Effect of Slavery on the Family: Incarceration, Education, and Poverty* on February 11. The keynote speaker was Dr. Raynard Smith of the New Brunswick Theological Seminary. Panelists included Muhammad Abdul Rahman, Evelyn Maman, Reggie Johnson, and Nicole Simpson.
- 9.2. Arts and the City: Belvin attended the Middlesex County Regional Chamber of Commerce's Arts and the City program with Mayor Cahill and DEVCO's Christopher Paladino on February 7.
- 9.3. Cinco de Mayo: The program has been moved back to Sunday May 7 from 1:00 to 5:00 p.m.
- 9.4. Community Arts Council: Belvin has been re-appointed to the Community Arts Council for a three-year term.
- 9.5. Computer Classes: The computer classes for the public resumed February 21.
- 9.6. Confidentiality: The New Jersey Library Association's attorney feels that Federal agents would need a subpoena to gain access to library records.
- 9.7. Elevator: Although there have been no changes in the operation of our elevator and lift, during the last inspection, the inspector said the library would be cited for the phone in the elevator dialing into the AFA service department and being placed on hold and no State registration number for the lift in the Henry Guest House.
- 9.8. Henry Guest House Shutters: The shutters have been installed and the project is virtually complete.
- 9.9. Hungarian Collection: Two of Belvin's sons with Elvin Ortega and Marco Arias moved the collection to the American-Hungarian Foundation on February 3.
- 9.10. Judy Freeman: Ms. Freeman donated twenty boxes of books which two of Belvin's sons picked up on Presidents' Day.
- 9.11. LMxAC: LMxAC is moving their office to Raritan Center. The Springfield Public Library has joined.
- 9.12. MASST: The Math and Science Story Times which was developed by the National Institute for Early Education Research at Rutgers University with the cooperation of the New Brunswick Free Public Library to serve the diverse population in New Brunswick is being taken statewide by the New Jersey State Library. The State Library is funding ten other public libraries to implement the program.
- 9.13. Protecting Our Immigrant Neighbors: Building a New Brunswick Community Response. Belvin attended the Protecting Our Immigrant Neighbors: Building a New Brunswick Community Response meeting on February 17.

- 9.14. Read Across America: Karen Stuppi and Chelsea Woods-Turner are reading at a number of schools.
- 9.15. Recycling: The library was re-inspected on February 1 and passed all criteria.
- 9.16. Tax Help: As of February 22, the VITA program has no available appointments until March 24.
10. Unfinished Business.
11. Old Business.
12. New Business.
 - 12.1. NJLA Request for Resolutions and Letters of Support for Library Boards Supporting School Libraries and Library Capital Construction. Tabled by consent.
13. Other Matters.
14. Public Comment.
15. Adjournment. Celey (Ortiz), unanimous.

Next Meeting March 22, 2017