

Board of Trustees
Mireya Alfonso, Pres
Beth Binde
Deborah Celey
Carmen Diaz
Nilda Gutierrez
Josephine Marchetta
Russell Marchetta
Karen Monus
Benito Ortiz
Cecilia Clafien, Emeritus

New Brunswick Free Public Library

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Minutes, Board of Trustees

October 23, 2013 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: Alfonso, Binde, Clafien, J. Marchetta, R. Marchetta, Monus; Excused: Celey, Diaz, Gutierrez, Ortiz; Staff: Belvin, Crittenden.
4. Approval of Excused Absences. Binde (R. Marchetta), unanimous.
5. Approval of Agenda. J. Marchetta (Binde), unanimous.
6. Approval of Minutes of the September 26 Meeting. Binde (Alfonso), unanimous.
7. Approval of Bills. J. Marchetta (R. Marchetta), unanimous.
8. Committee Reports.
 - 8.1. Policy Committee:
 - 8.1.1. Security Camera Policy: Belvin distributed a draft of a policy for security cameras.
 - 8.2. Finance Committee. No report in Ortiz's absence.
 - 8.3. Program Committee.
 - 8.3.1. Los Lienzos de Santa Maria de Zacatepec: Belvin did a presentation to Kiwanis about the exhibit and took some of the club's members on a tour of the exhibit. The Saturday, September 28 reading by the award winning Mexican children's book author and illustrator Duncan Tonatiuh was well attended. The closing event of the exhibit featured Anthropologist Bas van Doesburg of the Universidad Autonoma de Mexico on October 22. This program was in cooperation with the Friends of the New Brunswick Free Public Library. While it was not as well attended as the one hundred plus people at the opening program, there were over fifty people in attendance.
 - 8.4. Friend's Liaison. The October Noontime program was *Determined Spirit: The Story of Amelia Earhart*, a one-woman show by Monica Hoffman. It was excellent. The Friends at their October 7 Board meeting voted to match the SAE funds up to \$3,000 and to donate \$400 to defray the cost of the staff's holiday party. The November 6 program will be by Dr. Ann Gordon who is the editor of the Elizabeth Cady Stanton and Susan B. Anthony papers and a Research Professor in the Department of History at Rutgers University. The December program will be musicians from Mason Gross School of the Arts.
9. Directors Report.
 - 9.1. ALA Mid-Winter Conference: The American Library Association 2014 Midwinter Meeting and Exhibition will be at the Pennsylvania Convention Center in Philadelphia from January 24-to 28, 2014. Belvin will arrange exhibit pass for Trustees who are interested in attending.
 - 9.2. Architectural Award: George L. Clafien, Jr.'s firm, Clafien Associates, Architects + Planners won an award from the American Institute of Architects' Philadelphia chapter for Design

Excellence in Urban Planning for their Skyplane Access Study which led to zoning changes in downtown Philadelphia.

- 9.3. Children's Room Reading Challenge: Darby has once again started the Reading Challenge. This year children write a review of the book they read of about five sentences for kids in grades K-3, ten sentences for grades 4-6.
- 9.4. Citizenship Classes: The Jewish Family & Vocational Service of Middlesex County (JFVS) has added another citizenship class on Mondays. This is in addition to the Wednesday class.
- 9.5. DVDs: A patron complained that we shelve our DVDs too quickly and that there should be a separate section for new DVDs. Belvin's email response was unsatisfactory to her. "Although I understand your frustration about not getting a new movie, most patrons complain if the new movies are not shelved as quickly as possible. A section for new DVDs is something we talked about. However, if we did have the section, usage of our older DVDs would go down. Its similar to why supermarkets put the milk in one corner, bread in the other, and mix products you need to buy everyday with products with lower demand -- they insure you have to look at a lot of products that you might decide you want."
- 9.6. Historic Preservation Class: Kim Adams has arranged for the Seminar in Cultural Heritage Preservation taught by Dr. Ian Burrows to visit our archives. Belvin said he would be doing a presentation to them about the role of the library and the New Brunswick Historical Society on Tuesday, October 22.
- 9.7. Library School Student: Belvin met with a library school student who is taking a class on Library Management on September 26. The student was interested in finding a management challenge that the library had as a focus for his research. He and Belvin settled on the challenge of communicating about the variety of library offerings to the very diverse populations in New Brunswick many of whom do not use the same communication channels.
- 9.8. Lintel: Todd Bonsall, the Director of Career and Technical Education of the Middlesex County VOTech and a colleague viewed the stone lintel in preparation for creating a display case for it when it moves to the courthouse. The lintel is from the doorway of the 1797 jail that the Bayard Street School was built around.
- 9.9. Literacy: The SLASA conversation group now has a waiting list for the Spring 2014 sessions. In order to accommodate this demand, Kavita Pandey is arranging with SALSA to do an extra Wednesday session. SALSA is a partnership between The Collaborative, A Center for Community-Based Learning, Service and Public Scholarship and the Graduate School of Education's Language Education Program. Undergraduate students are prepared through academic coursework to help adults acquire English language and literacy skills. SALSA students serve as conversation partners or small-group facilitators supporting local community organizations offering English as a Second Language (ESL) services. As part of their training, students take a 3-credit Community-Based English Language Education class offered through the Graduate School of Education. The Wednesday Conversation Cafe sessions would be embedded within the CBELE course so that it is only for an hour and only eight weeks but all of the SALSA students will be present and so fifteen English conversation partners are available.
- 9.10. Sculpture: Belvin is part of the New Brunswick Public Sculpture's selection committee for the statute of Colonel Neilson.

- 9.11. Security: Eduard DeJesus, the security guard at the Water Treatment plant agreed to work three nights per week from 5:00 p.m. to 9:00 p.m. as a building monitor. He worked two nights and now his status is indefinite since he fell off a ladder at home.*
 - 9.12. Volunteers: The Tutoring Plus tutors are sending tutors on Saturdays in addition to weekday afternoons. Belvin worked with another group of volunteers on Rutgers's Scarlett day of Service.
 - 9.13. YAAR Meeting: The October YAAR meeting had a presentation by Kym Kirkley on an NJLA Intellectual Freedom workshop she attended.
 - 9.14. Young Adult Room. The problem of getting the electrical work done still remains a challenge. Temporarily, Rosy Henderson, Elvin Ortega, and Linda Crittenden have figured a way to have the six-station computer table set up in the room. The manga is also being moved back into the Young Adult Room and the spinners will be removed from the New Book Room. This will allow two of the new cafe style table and chairs to be set up in the New Book Room.
10. New Business.
 - 10.1. Approval of Director's Attendance ALA Mid-Winter Conference. J. Marchetta (Monus), unanimous.
 11. Other Matters.
 - 11.1. LMX Awards Reception, December 3, at the Pines Manor in Edison.
 12. Adjournment. Monus (R. Marchetta), unanimous.

Next Meeting November 13

* DeJesus will be returning to work on October 29.