

New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271

Minutes, Board of Trustees

October 26, 2016 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: Celey, Diaz, J. Marchetta, R. Marchetta, Monus; Excused: Binde, Williams, Ortiz; Staff: Belvin, Crittenden. Public: Parker Adair.
4. Approval of Excused Absences: R. Marchetta (Celey), unanimous.
5. Approval of Agenda: Diaz (R. Marchetta), unanimous.
6. Approval of Minutes for September 28. Monus (Diaz), unanimous.
7. Approval of Bills: Celey (Monus), unanimous.
8. Committee Reports.
 - 8.1. Policy Committee. No report.
 - 8.2. Finance Committee.
 - 8.2.1. State Aid: The 2016 Per Capita State Aid will be \$28,810. The budget estimate that was used was \$28,956.
 - 8.2.2. Endowment: Belvin informed the Board of a phone call about the Mayor's concerns about the auditor's comments on the endowment investments. After a discussion, J. Marchetta will contact the Mayor and discuss this directly with him.
 - 8.3. Friends' Liaison: The Hispanic Heritage Month program featuring Radio Jarocho was well attended. Future Friend's programs will be *Classical Benny Goodman*, featuring clarinetist Maureen Hurd Hause and pianist Alisson Brewster Franzetti on November 2, *InSpira Performing Arts Dance Ensemble* on Saturday, December 3; Tax Preparation Hints & Tips with Jean Emmanuel Huc Desravines on January 11, 2017; Black History Month program featuring Victor Marshall Hand and Drum Ensemble on February 1; Women's History Month program featuring Cool Women Poets on March 1; and Dance Madness, with Arthur Murray of Highland Park on April 5.
9. Director's Report.
 - 9.1. Book Sale: A bill allowing public libraries to donate their discarded books to the local Friends of the Library groups has been introduced (Assembly 2114).
 - 9.2. Career Connections: Two part-time Library Assistants are being trained to assist with Career Connections. Both speak Spanish.
 - 9.3. Children's Room: In September, there was an average of 33 individual children per day. However, on Monday through Thursdays toward the end the month the average increased to 46 children per day.
 - 9.4. Day of the Dead: The Day of the Dead Program will be on October 30. Kavita Pandey has arranged for the following businesses to donate food: Costa Chicka, Gambino Inn, Gaby's Bakery, as well as something from Elijah's Promise. On November 1, the Consul General from Mexico will be visiting the exhibition.
 - 9.5. Election Extravaganza: The Children's Room will run an *Election Extravaganza Week* from November 1 to November 8. Each day, students can complete different activities to learn about

the electoral process, civics, US history, etc. They will also participate in a national mock election through the online program, PebbleGo Vote!, available to libraries and schools around the country. On November 8, the Children's Room will host an all-day Election Watch in the Story Room to monitor incoming results of voting around the country.

- 9.6. Google Community: Belvin, Crittenden, and Chelsea Woods-Turner will be meeting with the Rutgers Google Community Leaders Team on November 1.
- 9.7. Henry Guest House Roof: Repairs have been done to the Guest House Roof and the joint between the addition roof and the rear wall.
- 9.8. Hungarian Collection: The first boxes will be delivered to the Hungarian Center on October 28.
- 9.9. LMxAC: Our membership dues for LMxAC will be increasing in 2017-2018 to \$36,361.79 because of a 3% general increase in assessments and the inclusion of digital content costs. There was no increase in 2016-2017 from the 2015-2016 assessments. LMxAC has been absorbing the digital content costs.
- 9.10. Middlesex County College Service Learning: Belvin and Kavita Pandey met with Lisa Alexander of the Middlesex County College's Service Learning program. The college is trying to add a service-learning component to their academic program.
- 9.11. New Brunswick Historical Society: The Middlesex County Cultural and Heritage Commission have awarded the New Brunswick Historical Society a \$2,000 grant to digitize historic New Brunswick documents.
- 9.12. Pump Station: The driveway has been repaved.
- 9.13. Rutgers Community-University Research Partnership Grant: There are focus groups scheduled for the beginning of November.
- 9.14. Scarlet Day of Service: Twelve Rutgers students volunteered at the library on Saturday October 1. Belvin worked with them to move many items from the library basement to the Henry Guest House basement as well as discard items from the library basement. A number of bags of trash that were thrown out contained discarded and damaged books that could have been recycled. An inspection a couple of days later by the Middlesex County Recycling Compliance Inspectors resulted in us being in noncompliance.
- 9.15. Tutoring: In conjunction with Tutoring Network, a service provided by the Rutgers Graduate School of Education, undergraduate students provide homework help to students at the library both after school and on weekends. Chelsea Woods-Turner, the librarian who oversees the tutors while they are in the library, recently offered a professional development workshop at the GSE for tutors on professionalism and cultural competency especially as it pertains to New Brunswick. Further workshops will be offered in the future in an effort to orient students for whom this is their first foray into the work world.
- 9.16. Volunteers: Belvin will be working with volunteers from Rutgers Alpha Phi Omega on November 12.
- 9.17. YAAR Meeting: The November 1 YAAR meeting will be a tour of the One-Stop Career Center.
10. Unfinished Business.
11. Old Business.
 - 11.1. Rain Garden: The work on the rain gardens is proceeding.
12. New Business.
 - 12.1. LMxAC Contract. The contract is very similar to the contracts signed by new members over the last several years and will replace the Interlocal Services Agreement in place with many LMxAC members. All member libraries have been asked to sign this new, auto-renewing, contract by the end of 2016.

13. Other Matters.
 - 13.1. LMx Awards Reception will be December 6.
14. Public Comment.
15. Adjournment.

Next Meeting November 16, Story Hour Room