

Board of Trustees
Beth Binde, Pres
Mireya Alfonso
Deborah Celey
Carmen Diaz
Nilda Gutierrez
Josephine Marchetta
Russell Marchetta
Karen Monus
Benito Ortiz
Cecilia Clafien (1922-2015), Emeritus

New Brunswick Free Public Library

60 Livingston Avenue, New Brunswick NJ 08901

732-745-5271

Agenda, Board of Trustees September 23, 2015 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, Celey, Diaz, Gutierrez, J. Marchetta, R. Marchetta, Monus, Ortiz; Staff: Belvin, Crittenden.
4. Approval of Agenda. Celey (Alfonso), unanimous.
5. Approval of Minutes for August 26. Alfonso (Diaz), unanimous.
6. Approval of Bills.
7. Committee Reports.
 - 7.1. Policy Committee.
 - 7.2. Finance Committee. The committee had not met.
 - 7.2.1. Reinvestment of \$75,000 Treasury Note due September 30, 2015. Monus (Ortiz), unanimous.
 - 7.3. Friends' Liaison: The Friend's are planning to purchase and install two flower urns on the plinths next to the front steps. This will honor Cecilia Clafien, Jim Borbely, and Charles Renda, all of whom worked to make the library an attractive place for the community to go. The Friends will be doing the *Andy* holiday cards again this year. There were over \$1,200 in donations in memory of Mrs. Clafien.
8. Staff Presentation. Joye Crowe-Logan will do a presentation on the library's presence on social media in October.
9. Director's Report.
 - 9.1. Bike Rack: A new set of bike racks has been installed courtesy of Tom Valenti and the City's Engineering Department.
 - 9.2. Computer Classes: The fall computer tutorials by Rutgers students will start on October 5 and end December 3 this semester.
 - 9.3. Community Engagement: Belvin was one of the two presenters at the New Jersey Library Trustee Association's meeting on September 12.
 - 9.4. Children's: Chelsea Woods is working on an application for an Association for Library Service to Children (ALSC) grant to fund creativity programming in public libraries. The grant is for \$7,500 to encourage creativity for children ages 6-14. The Children's Room now has school supply kits so they can better monitor the supplies the children borrow.
 - 9.5. Christ Church Food Pantry Library Card Sign Up: Belvin and Marco Arias will be attending the Food Pantry on September 26. They will be signing up new patrons as well as distributing donated new books.
 - 9.6. Community Partners Committee of Give Where You Live at Rutgers University: Give Where You Live (GWYL) mission is to provide meaningful service opportunities for Rutgers University students. Hsien-min will represent the library at their Civic Engagement Fair on October 5 in the Livingston Student Center.
 - 9.7. Electrical: The library has a number of improvements and repairs of lighting either completed or in process. These include the necessity of replacing emergency lights and batteries, the cost of replacing suffix lights, repairing outdoor electrical wiring, upgrading obsolete fixtures in the

interior as well as installation of retrofit kits for parking lot lighting and the installation of a light fixture on the Henry Guest House porch.

- 9.8. Pop Up Drill Down: The application that Dr. Carrie Ferraro of the Institute of Marine & Coastal Sciences submitted to the National Science Foundation, "Pop-Up and Drill Down Science" to develop a mobile experience that brings the science of ocean drilling to the public has been funded. Dr. Ferraro will be using our library as one of the sites for these exhibits.
 - 9.9. Guest Portraits: Belvin was planning to go down to the Conservation Center for Art and Historic Artifacts to retrieve the finished portraits but was informed that the framing was not complete.
 - 9.10. Healthier New Brunswick: Belvin attended a Healthier New Brunswick meeting on September 22. Healthier New Brunswick helps empower the community by engaging leadership that cuts across diverse disciplines. The strengths of the Healthier New Brunswick are found in its network of partnerships throughout the city of New Brunswick.
 - 9.11. Latino Americans: Artist Opening Reception will be Sunday, September 13 at 1:00 p.m. Belvin will be attending a regional meeting for the project on September 29 at the New York Public Library.
 - 9.12. Literacy: This past Summer, the Conversation Cafés averaged 19 people attending with 52 people attending at least one session. Rutgers Community Conversation Facilitators served a total of 219½ hours in the Summer 2015 Professional Development
 - 9.13. Reference: An example of a reference question the library handles was from a woman who was asking for pictures and more information on the "House of Bruns" which was a soda fountain in New Brunswick in the 1910s and 1920s. She was doing an article on it and hoped to compile a series of articles into a future book. She sent an effusive email praising Kym Kirkley and Jackie Oshman for their assistance. The article is being published in *Antique Week*.
 - 9.14. Scarlet Day of Service: There were eight Rutgers' students who volunteered that day. Half moved tables in the Henry Guest House and half weeded and assisted with the book sale books.
 - 9.15. Wireless: the library has upgraded its wireless system so that better statistics can be collected on usage.
 - 9.16. Volunteers: One of our Rutgers student volunteers has returned from China and resumed working Saturdays on the vital statistics database.
 - 9.17. YAAR Meeting: The September 11 meeting covered the Arakawa hanging systems the library uses for its displays and programs.
10. Unfinished Business.
 11. Old Business.
 12. New Business.
 - 12.1. Middlesex County Cultural and Heritage Commission Authority to Sign. Belvin was approved as an authorized signer. Celey (Diaz), unanimous.
 13. Other Matters.
 14. Public Comment.
 15. Adjournment. Ortiz (Celey), unanimous.

Next Meeting October 28