

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
December 13, 2018 at 6:00 pm

Trustees Present: Crystal Smith, Elizabeth Yull, Patricia Smith, Lavern Rice and Deniece Johnson-Jackson

Staff Present: Patricia Hall, Operational Manager, Shanna Leggett, Admin Secretary and Ann Zawartkay, Board Appointed Accountant

1. **Call to Order-** Crystal Smith, Board President called the meeting to order at 6:05 pm.
2. **Announcement of compliance with the Open Public Meetings Law-** Patricia Hall, Operational Manager
3. **Roll call for Quorum-** Crystal Smith, Elizabeth Yull, Patricia Smith, Lavern Rice and Deniece Johnson-Jackson.
4. **Agenda Approval** – Elizabeth Yull moved and Lavern Rice seconded the approval of agenda.
5. **Approval of Minutes of the November 8, 2018 Board Meeting-** Patricia Smith moved and Elizabeth Yull seconded the approval of November minutes.
6. **Open Public Address** – N/A
7. **Friends of the Library-** Crystal Smith reported on the Membership drive, nominations and elections of the FRIENDS which will be held January - March 2019
8. **Financials** – Ann Zawartkay, board appointed accountant, provided the board with details of the library's financial report for November, 2018. Elizabeth Yull, board treasurer and Crystal Smith, board president meet with Northfield Bank to deposit funds for capital improvements. Northfield offers a 1% interest.
9. **Bill List** – Lavern Rice moved and Deniece Johnson-Jacksons seconded the approval of the November Bill List.
10. **Administrative Report** – Patricia Hall, Operational Manager read administrative report as follows:
11. **Personnel Changes** – N/A
12. **Old Business** –
 - TFPL Heating system- Has been repaired
 - Children's Room Policy- Elizabeth Yull moved and Deniece Johnson- Jackson seconded the approval of Children's Room Policy. All in Favor
 - Service Animal Policy- Discussion ensued, Tentatively approved following further review.
 - Outpost- Tabled

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13. New Business

- Audit FY 2018- Has been conducted result to be presented at a future board meeting
- Trentoniana Restoration of Artifacts- Deniece Johnson-Jackson moved and Elizabeth Yull seconded the approval of (2) restorations
 1. Portrait of Daniel J Becketl
 2. Winter Landscape with a Sleigh
- Fundraising- Tabled
- Library Staff Holiday Party – Board approved a \$500.00 budget for holiday party.

14. Announcements –

- Laura Poll will present a restoration proposal at January 2019 meeting
- Patriots Week

15. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, January 10, 2018 @ 6:00 pm

16. Executive Session – N/A

17. Adjournment: The Library Trustees meeting adjourned at 7:48 pm

Respectfully Submitted,
Shanna Leggett,
Recorder

Library Trustees Meeting December 13, 2018.