

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
July 12, 2018 at 6:00 pm

Trustees Present: Elizabeth Yull, Patricia Smith, Deniece Johnson – Jackson, Lavern Rice

Staff Present: Patricia Hall, Operational Manager and Shanna Leggett, Administrative Secretary

1. **Call to Order-** Elizabeth Yull called the meeting to order at 6:00 pm.
2. **Announcement of compliance with the Open Public Meetings Law-** Patricia Hall, Operational Manager
3. **Roll call for Quorum-** Deniece Johnson - Jackson, Patricia Smith, Elizabeth Yull and Lavern Rice.
4. **Agenda Approval -** Deniece Johnson – Jackson moved and Patricia Smith seconded the approval.
5. **Approval of Minutes of the June 14, 2018 and June 26, 2018 (Emergency) Board Meeting-** Deniece Johnson – Jackson moved and Patricia Smith seconded the approval of June's minutes. Elizabeth Yull Abstained
6. **Open Public Address –** N/A
7. **Friends of the Library-** N/A
8. **Financials –** Ann Z. presented the financials for May and June discussion ensued of future designated monies in surplus for capital improvements.
9. **Bill List –** Patricia Smith moved and Lavern Rice seconded the approval of the June's Bill List.
10. **Administrative Report –**
 - The Library closures began June 29, 2018 due to the HVAC system not operating. Temperatures are above 85 degrees within the building therefore Library administration must comply with the union contract perimeters.
 - Summer Food Program has been cancelled due to closures. We will resume summer of 2019.
 - Interviews for the Youth Services Librarian are being conducted.
 - Block Party June 14, 2018 was a success. Smokehouse Barbeque located on Front Street donated 200 wings. The Library provided hotdogs, chips and soft drinks. The A-Team band, from the city's Rescue Mission performed. There was Yoga in the garden as well as Face painting for the young people. Patrick Hall also donated his services for gymnastic activities for the young people. The Friends sold books and Mrs. Perez, the "Knitting Lady" also sold her custom creations and she donated all proceeds to the Library.

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- The Library did not host the Inaugural Ball for incoming Mayor Reed Gusciora as the committee decided to go a different route, however Mayor Gusciora is committed to having the library host a function for his administration this fall.

11. Personnel Changes –

- Essence Bannerman- Bennett has been hired as a temporary PT Library Page 6/11/2018
- Danielle Abello has been hired as a temporary PT Library Page 6/12/2018
- Mildred Nieves- Resigned in good standing 6/30/2018

12. Old Business -

TFPL Chiller – Core Mechanical will begin the process of cleaning and replacing the Libraries Chiller beginning June 24, 2018.

13. New Business –

- Board Nominations- Discussion ensued. Board nominated for Crystal Smith for President, Elizabeth Yull for Treasurer and Deniece Johnson-Jackson for Secretary. Elections will take place at the August meeting.
- Engagement Letter (Accountant) - Non- Profit Accounting Solutions LLC. presented engagement letter for Board review. All in Favor of Non Profit Solutions LLC continued work as TFPL's accountant.
- Capital Improvements – Restrict \$400K for capital improvement, future and anticipated repairs.

14. Announcements –

15. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, August 9, 2018 @ 6:00 pm

16. Adjournment: The Library Trustees adjourned at 6:55pm

Respectfully Submitted,
Shanna Leggett,
Recorder

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