

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
July 11 2019 at 6:00 pm

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

Library Liaison: Robin Vaughn, City of Trenton Councilwomen

Staff Present: Patricia Hall, Operational Manager, Shanna Leggett, Admin Secretary

1. **Call to Order-** Crystal Smith, Board President called the meeting to order at 6:08 pm.
2. **Announcement of compliance with the Open Public Meetings Law-** Patricia Hall, Operational Manager
3. **Roll call for Quorum-** Crystal Smith, Elizabeth Yull, Deniece Johnson-Jackson
4. **Agenda Approval** –Elizabeth Yull moved and Deniece Johnson-Jackson seconded the approval of agenda.
5. **Approval of Minutes of the June 13, 2019 Board Meeting-** Patricia Smith moved and Deniece Johnson-Jackson seconded the approval of minutes from June 13, 2019.
6. **Open Public Address-** Ms. Margret D’Versa spoke on the importance of Trentoniana. Ms. D’Versa stated she is able to find things in Trentoniana collection that no one else can provide. She is happy to see the Library open and the air conditioner fixed.
7. **Friends of the Library-** Patricia Smith, Friends of TFPL president, expressed the Friends would apply for the I AM Trenton Grant. Their desire was to supply books for the community to read in local businesses.
8. **Financials** – Ann Zawarkay Library accountant presented the financials, discussion ensued. The accountant reported that the city of Trenton had yet to send the check for approximately \$360,000 from the FY 2018 appropriation.
9. **Bill List** - Patricia Smith moved and Elizabeth Yull seconded the approval of the current Bill List.
10. **Administrative Report** – Patricia Hall, Operational Manager, reported on the following:
 - Trentoniana-the results of the Rago Appraisal was distributed and discussed. The 16 items submitted were appraised at a total of \$40,000. Laura Poll, archivist was currently determining what items to prepare for the next round.
11. **Old Business** –
 - Trustee nominations were moved by Deniece Johnson-Jackson and seconded by Elizabeth Yull.
 - President:
 - Crystal Smith, self-nominated
 - Deniece Johnson-Jackson, nominated by Lavern Rice
 - Treasurer:

- Elizabeth Yull, self-nominated
 - Secretary:
 - Lavern Rice, nominated by Deniece Johnson-Jackson
- Nominations were approved by the Board with elections to be held at the August 2019 meeting.
- Elizabeth Yull moved and Deniece Johnson-Jackson seconded the approval of the naming of the gallery located on the Mezzanine Level as The William E. Pedrick Exhibition Hall. Crystal Smith abstained.
 - The Young Adult Room is moving along. Furniture options have been chosen. The library is currently waiting for the arrival of the flooring pending purchase orders.
 - A final word on the donation of the Trenton Friends is anticipated soon.
 - The board briefly discussed investments. This will be discussed further in the future.
 - Trustee Day-The Board discussed members having a day when they work at the library for 2 hour shifts in various departments. The Operational Manager will select a Tuesday in September, from 4 pm to 6 pm, and disclose the date at the August 2019 meeting.

12. New Business –

- Staff Day-The Fall Staff Day will be Friday, October 4, 2019
 - The Operational Manager wishes to review the Staff Manual as well as have the Fire Department on site to discuss Fire Safety.
- Elizabeth Yull, also a member of the Trenton Historical Society, expressed the organizations interest in having the Washington Letter exhibited at their annual ball.

13. Announcements –

14. Date of Next Meeting:

15. Executive Session – From 7:03 pm to 7:21 pm.

16. Adjournment: 7:27 PM

Respectfully Submitted,
Shanna Leggett,
Recorder