

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
June 13, 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, Patricia Smith, Deniece Johnson-Jackson
4. **Agenda Approval** –Elizabeth Yull moved and Patricia Smith seconded the approval of agenda.
5. **Approval of Minutes of the May 2, 2019 Board Meeting-** Patricia Smith moved and Elizabeth Yull seconded the approval of minutes from May 2019. Deniece Johnson-Jackson abstained.
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-** N/A
8. **Financials** – Ann Zawartkay Library accountant presented the financials, discussion ensued.
9. **Bill List** - Patricia Smith moved and Elizabeth Yull seconded the approval May 2019 Bill List. Deniece Johnson-Jackson abstained.
10. **Administrative Report**
 - NJ State Library- Returning citizens grant.
 - Health Grant-A health corner will be created with the \$2500.00 grant received to provide patrons with health information.
 - The Library may play a role in the 250th celebration of the birth of our nation in conjunction with the city of Philadelphia.
 - The presentation from Baker and Taylor re: products we wished to purchase was attended by the Friends, New Jersey Manufacturers and Mercer County Community College.
 - NJM was very interested in the materials presented and will follow up during the month of June.

Library Trustees Meeting June 13, 2019.

- Maintenance Staff as well as some of the professionals and support staff were great as far as coming in to host various programs, outreach, and initiatives scheduled for the public and administration.
- The Library was closed a total of 10 days during the month of May due to the excessive heat within the building.
- The Library was represented at the press conference at city Hall regarding the installation of the city's new parking meter system.
- Trentoniana
 - Archivist Laura M. Poll attended meetings for the Trenton History Day event on the 2nd and the 20th, and helped write a Hidden Collections Initiative grant proposal from the Mellon Foundation with professors at The College of New Jersey. She attended the New Jersey Library Association annual conference on the 29th-31st in Atlantic City and spoke on a panel on the 30th about doing house history.
 - Laura also attended two Ernie Kovacs 100th birthday celebrations on the 22nd, one at the State Museum and another in Bordentown. A small display of Kovacs items were set up in the flat case in the Trentoniana room.
 - A donation of records was picked up from the Contemporary Club on the 7th. Artwork that was being rematted and reframed was picked up on the 22nd from the Lawrence Gallery.
 - The restored Thomas Birch painting was dropped off on the 28th and the William Pedrick painting was picked up for restoration.
 - A history class from The College of New Jersey visited on the 8th. Final presentations of the Interactive Multimedia class were on the 9th at TCNJ.
- Circulation
 - 57 library card accounts were created: 40 adults, 17 children
 - 1,420 check outs
 - 382 Renewals
 - 76 In-House use
 - 54 Media Box DVDs were checked out this month
 - *The 5th Wave* was checked out 3 times and is the highest circulating Media Box DVD this month.
 - *Riddick* and *Transporter 3* were each checked out/renewed 3 times and are the highest circulating Adult DVDs this month.
 - *Becoming* by Michelle Obama is still the top circulating leased book with all 7 copies checked out and a wait list.

11. Old Business –

- HVAC Update – The HVAC System is fully functional and the Library is back to daily operations. Library Liaison Councilwoman Robin Vaughn spoke on issues with chiller.

Library Trustees Meeting June 13, 2019.

Library Trustees Meeting June 13, 2019.

- Naming of the L Gallery- Tabled for further review
 - Laura Poll Archivist presented.
- Sexual Abuse and Misconduct Prevention Policy- Elizabeth Yull moved and Patricia Smith seconded the approval of policy. Deniece Johnson- Jackson abstained.
- Outpost- The library is requesting that the Outpost be disposed in a manner that is helpful to the libraries financials
- NJ Library Construction Act- 6 months until application can be filed discussion ensued.
- YA Update- Patricia Hall will be with the Quakers at the end of the month to discuss donations to the YA room.
- Investments PNC Trust Account- Tabled

12. New Business –

- Officer Nominations FY 2018/2019- Tabled for July 2019 Board of Trustee Meeting
- Review of Board Member Terms- Discussion ensued
- Census 2020- Will be held at the Library

13. Announcements – Board of Trustee Day September 2019

14. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, July 11, 2019 @ 6:00 pm

15. Executive Session – pm.

16. Adjournment: The Library Trustees meeting adjourned at pm

Respectfully Submitted,
Shanna Leggett,
Recorder

Library Trustees Meeting June 13, 2019.