

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

Trustees Present: Crystal Smith, Elizabeth Yull, Patricia Smith and Lavern Rice

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

1. **Call to Order-** Crystal Smith, Board President called the meeting to order at 6:03 pm.
2. **Announcement of compliance with the Open Public Meetings Law-** Patricia Hall, Operational Manager
3. **Roll call for Quorum-** Crystal Smith, Patricia Smith, Elizabeth Yull and Lavern Rice.
4. **Agenda Approval** – Elizabeth Yull moved and Patricia Smith seconded the approval.
5. **Approval of Minutes of the August 9, 2018 Board Meeting-** Elizabeth Yull moved and Patricia Smith seconded the approval of August minutes.
6. **Open Public Address** – N/A
7. **Friends of the Library-** Patricia Tumulty, President reported on Friends summer activities and plans for Fall programming at the Library.
8. **Financials** – Ann Z. presented the financials for August 2018 discussion ensued.
9. **Bill List** – Patricia Smith moved and Lavern Rice seconded the approval of the August Bill List.
10. **Administrative Report** – The Library Closures- The Library has closed a total of 16 days. 10 early closures and 6 full closures for the month of August. Temperatures are above 85 degrees within the building. Closures are in compliance with the union contract perimeters.
11. **Personnel Changes** –
 - New Hire- Rebecca Franco-Martin has been hired as the Youth Services Librarian 8/6/2018
12. **Old Business** –
 - TFPL Chiller Installation – New chiller installed 8/14/2018. Water pressure is low within the building. Chiller will not function until water pressure has been taken care of.
 - Young Adult Room – The Library is collaborating with Vaughn Collaborative on plans for the new young adult room.
 - TimeForce/Isolved- The Libraries time keeping software has been updated.
 - State of the Library – The board of Trustees has made the decision to postpone the State of the Library Address until April 2019 during National Library Week. All in Favor

Library Trustees Meeting, September 13, 2018.

13. New Business

- Staff Day- Scheduled for Oct. 26, 2018 has been postponed due to the many heat closures the Library experienced in July and August. All in Favor

14. Announcements –

- Harry Potter Scavenger Hunt – 10/22/2018
- One Simple Wish- Halloween Event – 10/24/2018
- TFPL Halloween Event – 10/31/2018

15. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, October 11, 2018 @ 6:00 pm

16. Executive Session – 7:02

17. Adjournment: The Library Trustees adjourned at 7:58 pm

Respectfully Submitted,
Shanna Leggett,
Recorder

Library Trustees Meeting, September 13, 2018.