

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
February 12, 2020 at 6:00 pm

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

Library Liaison: Robin Vaughn

Staff Present: Rebecca FrancoMartin, Director and Shanna Leggett, Administrative Assistant

1. **Call to Order-** Elizabeth Yull, Board Treasurer called the meeting to order at 6:03 pm.
2. **Announcement of compliance with the Open Public Meetings Law-** Rebecca FrancoMartin, Director
3. **Roll call for Quorum-** Crystal Smith, Patricia Smith, Elizabeth Yull and Lavern Rice.
4. **Agenda Approval** – Patricia Smith moved and Lavern Rice seconded the approval.
5. **Approval of Minutes of the January 9, 2020 Board Meeting** – Patricia Smith moved and Lavern Rice seconded the approval of January minutes.
6. **Open Public Address** – N/A
7. **Friends of the Library-** N/A.
8. **Financials** – Ann Zawartkay, presented the financials for January 2020, discussion ensued.
9. **Bill List** – Patricia Smith moved and Lavern Rice seconded the approval of the January Bill List.
10. **Administrative Report** –

Professional Development

- Director Franco Martin Attended Mid-Winter ALA
 - Visited TLC for demonstration related to our upgrade
- Collection Development – Baker and Taylor - Eboni Love and Damaris Azan
- Additional staff trained on the poster printer

Staff

- Librarians and paraprofessionals meeting
- One-on-one's

Library Miscellaneous

- Branch visits
- Rutgers's School of Communication and Information Science Career Fair invitation to table
- Mercer County Workforce Development Board invitation to the Literacy Committee
- State Aid Application due in March
- Information provided for Fine and Fee Justice Program Committee

Library Trustees Meeting, February 12, 2020.

Meetings

- Old Trenton Neighborhood community meeting
- Trenton Health Team/Children's Home Society - promote Mamava & library service
 - Body and Soul mother's group
- Elizabeth Wagner - Bryn Mawr Trust and Katherine Nunnally - Smith Family Foundation
 - Tour of Library - Discussion of needs - future possible initiatives
 - Followed with tour of Kindersmile - Nicole McGrath
- Library Aware: EBSCO Stacks website manager
- Friends of the Library w/Mayor's Aides
 - New programming/sponsorship ideas

Reference/Adult

- Collection Development running smoothly
- Outreach to Trenton Health Team meeting - numerous community organizations
- Women's Entrepreneurship workshop
- Library museum passes to replace loss of Grounds for Sculpture pass
 - Options

Trentoniana

- Stacks inventory updated as well as updated inventories on the web
- Mummings x2 Exhibit and reception with 25 in attendance although poor weather that day

Youth Services

- New WIN App - created for homeless teens; resourceful for all
- Dawn of Hope non-profit focused on character building for girls
 - Offering Girls Who Code classes (8-18)
- Outreach to CYO (28 new library cards), Family Literacy Night at Monument Elementary, and Weird Science Night at Dunn (30 new library cards)
 - Several new families now visiting the library

Maintenance

- Fire call on 18th for heat sensor at 7 am on Saturday - updated keys
- Tree in garden trimmed and all downed branches cut and disposed of

Technology

- Awaiting upgrade: hold up due to City although experiencing issues
James working hard to address each as it arises

11. **Personnel Changes-** L. Johnson (FT Librarian) resigned in Good Standing. Mr. Johnson remain a sub PT Librarian

12. **Old Business –**

- Strategic Plan for Library Committee C. Smith, Deniece Johnson, Elizabeth Yull and Director FrancoMartin
- Fresh Start Program- Kick off Thursday, February 20, 2020 5-7pm

Library Trustees Meeting, February 12, 2020.

13. New Business

- Interviewing for Outreach Librarian Position- Interviews are underway to fill Outreach Librarian position
- Approval of 3-D Printer Policy- Patricia Smith moved and Crystal Smith seconded the approval of 3-D printer policy.
- RFP Selection & motion to move forward with Project 1 for Library Construction Bond Act- Patricia Smith moved and Crystal Smith seconded the approval for RFP selection and motion to move forward with Project 1. All in Favor.
- Lorraine Novatkoski- Retired and beloved staff member of the Library has passed. Donation are being made to the Library as per Family request in Honor of Lorraine Novatkoski. A book will be purchased in Mrs. Novatkoski honor and displayed in remembrance.

14. Announcements –N/A

15. Date of Next Meeting: The next scheduled Board of Trustees meetings is Thursday, March 12, 2020 @ 6:00 pm

16. Executive Session – The Board members went into Executive Session at 7:12 pm

17. Adjournment: Meeting adjourned at 7:22pm

Respectfully Submitted,
Shanna Leggett,
Recorder