

The Trenton Public Library Minutes
Board of Trustees
Main Library 120 Academy St, Trenton NJ 08608
January 09, 2019 at 6:00 pm

Trustees Present: Deniece Johnson, Elizabeth Yull, Crystal Smith, Lavern Rice, Patricia Smith and Rick Kavin

Staff Present: Rebecca FrancoMartin, Director, Shanna Leggett, Admin Secretary

1. **Call to Order-** Deniece Johnson, Board President called the meeting to order at 6:00pm.
2. **Announcement of Compliance with the Open Public Meetings Law-**
Rebecca FrancoMartin, Director
3. **Roll call for Quorum-** Elizabeth Yull, Deniece Johnson, Patricia Smith, Lavern Rice, Crystal Smith and Rick Kavin
4. **Agenda Approval** –Elizabeth Yull moved and Patricia Smith seconded the approval of agenda. With date correction. All in Favor
5. **Approval of Minutes of the December 12, 2019 Board Meeting-** Patricia Smith moved and Elizabeth Yull seconded the approval of minutes from December 12, 2019.
6. **Open Public Address-** N/A
7. **Friends of the Library-** N/A
8. **Financials** – Ann Z (Accountant) Reported on the financials.
9. **Bill List** – Lavern Rice moved and Patricia Smith seconded the approval of the current Bill List. All in Favor.
10. **Administrative Report** – Rebecca FrancoMartin, Director, reported on the following:

December Highlights

- Barnes and Noble Book fair! (5 boxes of toys and 5 boxes of books)
- Sunday, December 22 Friends (Quakers)
- Article in Downtowner
- Received - I Am Trenton Grant \$2900
- Clothing Drive for Rescue Mission 98 Carroll St. Lonnie and Akira (coats, hats, and hand warmers)
- Library offerings flyer distributed: Paul Robeson and Capital City Community Coalition Group of 60+ government and non-profit organizations
- Visit to Old Branches- R. Kavin will organize the visit to old branches to see furniture and other items that may be used at Main Library.

Reference/Adult

- Managing Stress through Meditation 12/11
- Jungwon Technology Meetup proved productive.
- Looking into Stacks Service from Ebsco
- Paul Robeson school presentation to 400+ students and parents with Damaris

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- Working on Entrepreneurship workshops with The Women's Center and Tracey Syphax: found member of MOB (minding our business) in addition to a pending grant with the ALA for Entrepreneurship training
- Free "Seed Library" Gardening resources for the community Justin Allen from Isles
- Excellent participation from Community orgs for Health Corner Kick Off Dec. 7 (34)
- Recurring Health Screenings from THT

Trentoniana

- Patriots Week Lecture Series approximately 100 in attendance combined 3 events
- Large weeding reorganization in stacks underway

Youth Services

- Mini coding Grant ALA and Google for Ready to Code: two Tween Google Classes offered to secure the grant
- December 14 Holiday Party - 150 plus thanks to Trenton PD, PBA, Friends of the Library, Trenton Meeting of Friends, and Barnes and Noble
- Kwanzaa Craft and Article
- Young Adult Space opening
- Babies, Books, and Bagels and Toddler Storytime
- Trenton Media Specialist meeting attended to promote YA Lounge
- Two first grade teachers have begun monthly family visits to the library - teachers lead the activity and it encourages families to read together. More than half are Spanish speaking
- Head Start Transitioning program bringing Latino families as part of transition to preschool program
- Attendance continues to grow

Maintenance

- Tagging items for disposal and or sale
- Overhaul of Children's Office
- Completion of fire violation - electrical in computer lab

11. **Personnel Changes-** Carolina Davis- End of Temp Employment

12. **Old Business –**

- Young Adult Ribbon Cutting- the YA room was revealed to the Public on December 16, 2019. The young adults ages 13 -17 can now enjoy the new space.
- Investment Account Update- Ann Z (Accountant) gave recommendation for money market account to be determined.
- Library Constructions Bond Act- Update given on progress

13. **New Business-**

- Approval Young Adult and Study Cubicle Polices- Elizabeth Yull Moved and Lavern Rice seconded the approval Polices.
- Fine Free February- Patrons can return any lost or overdue item fine free for

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February excluding Hotspots.

- Motion to move \$169,000 from PNC account. Crystal Smith moved and Patricia Smith. All in Favor.
- Friday, April 17, 2020 All Staff Day- Patricia Smith moved and Elizabeth Yull seconded that approval to close April 17, 2020 for all staff day. All in Favor
- Board Request- All Flyer to be printed in English and Spanish
- Board Member Crystal Smith is requesting workshops contact Surrogates Office

14. **Announcements** – Board has approved monies to be used to enhance Community Rooms

15. **Date of Next Meeting:** February 13, 2020

16. **Executive Session** – 7:14 pm

17. **Adjournment:** 7:20 PM

Respectfully Submitted,
Shanna Leggett,
Recorder

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