

**The Trenton Public Library Minutes**  
**Board of Trustees**  
**Main Library 120 Academy St, Trenton NJ 08608**  
**June 11, 2020 at 6:00 pm**

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

**Library Liaison:** Robin Vaughn (Not Present)

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

1. **Call to Order-** Deniece Johnson, Board President called the meeting to order at 6:03 pm. Via ZOOM
2. **Announcement of compliance with the Open Public Meetings Law-**  
Rebecca FrancoMartin, Director
3. **Roll call for Quorum-** Deniece Johnson, Elizabeth Yull, Patricia Smith, Rick Kavin, Crystal Smith and Lavern Rice.
4. **Agenda Approval –**
  - Lavern Rice made the motion to approve the agenda
  - Elizabeth Yull seconded the approval of the agenda
  - **Motion passes 6-0**
5. **Approval of Minutes of the May 2020 Board Meeting –**
  - Elizabeth Yull made the motion to approve the minutes from May 2020
  - Patricia Smith seconded the motion
  - **Motion passes 6-0**
6. **Open Public Address –** N/A
7. **Friends of the Library-** N/A
8. **Financials –** Ann Zawarkay, presented the financials for May 2020, discussion ensued.
9. **Bill List –**
  - Lavern Rice made the motion to approve Bill List
  - Crystal Smith seconded the motion
  - **Motion passes 6-0**
11. **Director's Report May 2020**  
**Youth Services**
  - Summer 2020 reading packets and craft projects being prepared with assistance from pages
  - Read squared Summer Reading online program set up for patron use to register, track reading, complete missions, write book reviews, play games
  - Smith Family Foundation \$1000 grant to buy books to give away to Trenton students.

- Youth Services created a schedule of virtual programming to begin in June every Tuesday posting weekly programs for toddler/preschoolers, school age kids and teens.
- Working on outside programs that will follow social distancing guidelines
- Working on virtual programs with community partners
- Rainbow Book Month: June Mayor's Office reading, and Pride Center will share
- Capital Area Y Food Program
- City Recreation Director assisting with book donations

### **Collection**

- Midwest tape carts ordered, and B&T book orders placed
- All selectors added to Advantage Over Drive Marketplace for eBooks
- Policy needed for selection of titles so staff consistent with ordering for metered access titles for 12 months or 24 months before they expire
- Adult non-fiction materials being updated: religion and political science at this time (200-299, 320s)

### **Adult/Library Services**

- Increasing for the general library sites and Trentoniana with engagements, posts, and likes Community survey, "Be a Witness to History: Coronavirus/COVID-19," increased responses and archivist was in contact with several other organizations also documenting the pandemic to discuss ways to gather stories.
- On the 26<sup>th</sup>, the archivist went to the library in order to pick up more projects for remote work. Page for Trentoniana took photographs of the entire library in order to create a virtual tour online.
- It was Trentoniana's 114<sup>th</sup> anniversary on the 7<sup>th</sup>.
- Virtual Chat not many questions so far
- CJFHC (Central Jersey Family Health Consortium) Healthy Women Healthy Families Program. Focus on challenges families face stress mgmt. Positive discipline safety nutrition
- Trentonian article on burglary of HVAC
- Website analytics, impressive

### **Planning**

- Princeton Area Community Foundation Grant \$10,000
- One Book One Trenton Committee met
- NJLA working on grant for libraries supporting the Census remotely
- 20-21 School Reopening Community Sub-Committee Dr. Lee
- Smith Family Foundation Concerned Citizens Meeting

### **12. Personnel Changes- N/A**

### **13. Old Business –**

- COVID-19- Opening plan for the Library- Director FrancoMartin presented a plan to reopen for curbside (Only) All in Favor
- Term Renewals & Voting for Positions-

Library Trustees Meeting, June 11, 2020.

- Library Construction Bond Act- Due to pandemic progression of Library Construction Act is still pending.
14. **New Business** –
    - HVAC Theft & Insurance Claim- Due to pandemic the Library has been closed since March 16, 2020. During the time of closure, the Libraries HVAC pipes were stolen. Damaging HVAC system which provides Air/Cooling to the Historic side of the Library. An insurance claim has been filed.
  15. **Announcements** – Clean up June 13, 2020 11am- 1:30pm Focus of clean up will be the areas surrounding the Library.
  16. **Date of Next Meeting:** The next scheduled Board of Trustees meetings is Thursday, July 09, 2020 @ 6:00 pm VIA Zoom
  17. **Executive Session** – 7:12pm
  18. **Adjournment:** Meeting adjourned at 7:18pm

Respectfully Submitted,  
Shanna Leggett,

Library Trustees Meeting, June 11, 2020.

