



**The Trenton Free Public Library Board of Trustees
Main Branch, 120 Academy Street, Trenton, NJ 08608
Tuesday, June 1, 2021 at 6:00pm
[Emergency Meeting via Zoom]**

Trustees: Deniece Johnson (President), Elizabeth Yull (Treasurer), Rick Kavim (Recording Secretary, Mayor’s Delegate), Alfonso Llano (Acting Superintendent of Schools), Lavern Rice, Crystal Smith, and Patricia Smith

City Council Liaison: Robin M. Vaughn (*not present*)

Staff: Rebecca FrancoMartin (Director) and Shanna Leggett (Administrative Assistant, *not present*)

I. Call to Order

A. Deniece Johnson, Board President, called the meeting to order at 6:03 pm

II. Announcement of compliance with the Open Public Meetings Law

A. Announced by Director Rebecca FrancoMartin

B. Statement is hereby made that adequate notice of this meeting was given by:

1. Posting written notice prominently at the Trenton Public Library main entrance, the Library website and Facebook.
2. The mailing of said notice to the Trentonian.

III. Roll Call for Quorum

A. Present: Deniece Johnson, Elizabeth Yull, Lavern Rice, Crystal Smith, Patricia Smith, and Rick Kavim

B. Not Present: Alfonso Llano

IV. Agenda Approval

A. Elizabeth Yull made the motion to approve the June 1, 2021 emergency meeting agenda as amended, adding “Documentary Film” to New Business

B. Lavern Rice seconded the approval of the amended emergency meeting agenda

C. **Motion passes 6-0**

V. Approval of Minutes

A. The approval of the May 2021 regular meeting minutes is tabled until the next regularly scheduled meeting of the TFPL Board of Trustees on June 10, 2021

VI. Open Public Address

A. (*no members of the public present via Zoom*)

B. (*no public comment*)

VII. Presentations

A. (*none given*)

VIII. Action Items

A. (none)

IX. Old Business

A. Library Construction Bond Act – Resolution for 2nd Floor Renovation Project

1. The Director presented a concept drawing for the Library layout and answered questions from the Board, including about computers, currently unused spaces, and “quiet” spaces
2. The Director presented a budget, including the original updated estimates
 - a. Subtotal: \$604,500 (*this is the portion of the project to be funded by the LCB*)
 - i. Only 30% of the LCB project can be furniture
 - ii. Allowable furniture costs: \$139,500
 - iii. Cost for balance of the furniture: \$87,553
 - b. Total project cost: \$692,053
 - c. Library responsible for \$389,803
 - d. Grant portion of the total project costs: \$302,250
 - e. More than \$300,000 will remain in reserves
3. A Resolution was put forward to designate \$302,250 in matching funds for the Library Construction Bond grant application
 - a. TFPL Board President Deniece Johnson and Secretary Rick Kavin will sign off on the Resolution as mandated
 - b. Lavern Rice made a motion to introduce the Resolution as described above
 - i. Crystal Smith seconded the motion
 - ii. **The motion passes 6-0**
4. The Board discussed the need for additional funding for the Library system from the City

X. New Business

A. Motion to Approve Budget for Supervising Librarian Position

1. This item will be tabled until the next regularly scheduled meeting of the TFPL Board of Trustees on June 10, 2021

B. Documentary Film

1. The Director received an email from PMZ Films, a documentary film company that is currently conducting interviews in libraries across the country
2. Sunday, June 13 for five to six hours: group of seven people wants to use the Reading Room to film a documentary interview
3. Group would donate \$1000 to the Library
 - a. Crystal suggested the group also cover any necessary wages, including security
4. Group will fill out the required forms to use the space
 - a. Lawyer will review forms to be sure any damage, theft, etc. is covered
5. Group will provide COVID-19 tests for all personnel, including Library staff if they desire
6. There were no objections from the Board

XI. Announcements

- A. The next regularly scheduled Board of Trustees meeting is Thursday, June 10, 2021, beginning at 6:00 pm
- B. The Library's 119th "Birthday Party" celebration will be held at the main branch of the Library on Saturday, June 5th from 11am-2pm

XII. Executive Session (*if required*)

- A. (*none*)

XIII. Adjournment

- A. Elizabeth Yull made a motion to adjourn
- B. **There were no objections**
- C. Meeting adjourned at 6:49 pm

Respectfully submitted,

Rick Kavin

TFPL Board of Trustees Recording Secretary