

The Butler Public Library Board of Trustees Minutes July 7, 2016

Meeting called to order: by Camille Picirillo at 6:10 P. M.

The required posting was made in compliance with the Open Public Meetings Act.

Roll Call:

Present: Robert Alviene, Karen Baase, Marijane Brandau, Camille Picirillo, Louis Coiro, and Luis Rodriguez (Library Director, ex-officio).

Excused: Maryanne Hanisch

President's Comments:

C. Picirillo asked if we were going to discuss the Imandt Fund.

Previous Minutes

R. Alviene motioned and K. Baase seconded that the minutes of the June 2, 2016 meeting be approved without changes. All members of the Board approved the minutes.

Director's Report:

The Director sent a written report to the Board. L. Rodriguez highlighted some items from the report:

Programming

- The Director reported that the sign-ups for children's programs for the summer are doing well. Many of the children's programs for the summer are full to capacity. Young adults are signing up for the technology programs oriented towards teens.
- He also reported that in the fall, the Library will have at least one program based on the mouse.org "Garage Robotics" curriculum. He will talk to the Superintendent to see if the Library could use a computer lab in one of the Butler schools. If approved, this will allow the Library to do another program, this one based on the mouse.org "Web Making"
- One area in which there is room for improvement is to have more young women signing up for the technology programs.
- The Library is planning to hold a month long series of program in November to celebrate "Veterans Month."

Fund Raising

- The Director thanked the following for donations to the 2016 Library's summer reading program:

AJ's Pizza (Butler, NJ)
Applebees (Butler, NJ)
Bed Bath & Beyond (Kinnelon, NJ)
Branchburg Sports Complex
Chipotle (Wayne, NJ)
Chevys Fresh Mix (Clifton, NJ)

Friends of the Butler Public Library
GlowHouse Kids (Butler, NJ)
Ice Cream Station (Pompton Plains)
River Place Food & Liquor (Butler, NJ)
Trad. Okinawan Karate (Butler, NJ)

- The Friends will be sending out their fundraising letter with the July water bills.

Other

- Marianne Iannacone is out on an extended medical leave which will add to personnel costs.
- Rosetta Stone online will be made available soon.
- The Director shared with the Board statistics for the first six months of 2014, 2015 and 2016. They showed that except for circulation of items, other statistics are up in comparison to those of 2014 and 2015.
- He also distributed usage statistics for the Library's e-books. Use of e-books is growing, which should account for some of the decline in the circulation statistics mentioned above.
- K. Basse motioned and L. Coiro seconded that the Board approve the Director's report. The Board voted unanimously to accept his report.

Treasurer's Report

L. Coiro reported that he had cut checks to pay all outstanding bills up to June 2016. There was a question of the status of the Library account with Lakeside Bank. All is fine except for the checks to reimburse the Library's petty cash fund. The Director reported that the Bank did not allow him to cash the petty cash checks because his name was not on the signature card and he didn't have an account at the bank. Camille will investigate. L. Coiro will ask the bank for a statement of transactions to make sure the account is balanced.

Monthly bill list

L. Coiro motioned and K. Basse seconded the motion to approve the payments on the monthly bill list. The Board voted to approve the motion unanimously.

Old Business

None

New Business

Six Month Budget Review

- The Director discussed his half year review of the 2016 budget. He expects to get more revenue than projected in the 2016 budget. Donations will also be higher including \$600 already donated by Friends. His review of the salary lines shows that Library most likely will not have a surplus of unspent money in those lines.

Imandt Fund

- As requested at the June meeting, the Director gave a proposal to the Board on how the Library plans to spend the principal in the Fund in 2016. He proposed using \$20,000 of the principal in the account in 2016 to pay for books and audiobooks purchased by the Library and for the cost of subscribing to periodicals (magazines and newspapers) and rental books. The Library will have a plaque noting that Imandt Fund monies paid for the periodical subscriptions and the cost of the book rental plan. The Board agreed with his proposal.
- Following the above, there was an extended discussion of the previously approved motion to use the Imandt Fund principal. At the end of the discussion, the Board did not rescind the motion on the Imandt Fund passed at its June 2016 meeting.

Pay Raises

- The Board discussed a raise of 2%, consistent with what the Borough gave its employees. R. Alviene motioned and K. Basse seconded giving the staff a two percent raise retroactive to their last raise or consistent with what the Borough did. R. Alviene, K. Basse, L. Coiro, and C. Picirillo voted yea and M. Brandau voted nay on this motion. The motion passed.

Public Comments

Marlene Donnelly and Kathie Grotto, officers of the Friends of the Butler Library spoke at the public portion of the meeting. K. Grotto asked if the State could be petitioned to give more money to the Library. L. Rodriguez said he contacted someone in the State Library about an increase in the third of a mil funding. The person at the State Library said that the amount was determined by a formula and the State Library could not ask for an increase. The Mayor suggested the Friends contact someone at the State to see if there was something that could be done to change the formula. The Director will provide the Friends with contact information.

M. Donnelly said the Friends attended the meeting to speak to the positive things going on at the Library and they wanted to show their support and appreciation to the Library by attending the Board meeting. The Mayor thanked the Friends for attending and for showing their support for the Library.

K. Grotto mentioned that the Friends will be having a “Painting with a Twist” fundraiser (Sunday, August 21 from 3:00 pm – 5:00 pm). This is another activity the Friends are now using to raise money for the Library.

The Friends and the Board discussed Amazon Smile. It is a way to designate a part of the amount purchased to a charity of one's choice. The Library is one of the charities to which one can dedicate money.

The Director asked the Friends and the Board for advice on the Taste of Butler fundraiser which the Library will be sponsoring with the Butler Economic Development Committee. The Director asked if \$40 per person was too high for tickets. The Board thought that \$40 was too high. Tickets priced at \$30 or \$35 per person seemed more reasonable. As for the date, the Mayor suggested holding the event in February or March 2017. The Director will bring the feedback back to the EDC.

Adjournment

K. Basse motioned and L. Coiro seconded that the meeting be adjourned. All voted in favor of the motion. The meeting adjourned at 7:04 pm

Respectfully submitted,

Luis Rodriguez