

## **The Butler Public Library Board of Trustees Minutes August 3, 2017**

**Meeting called to order:** by Camille Piccirillo at 6:06 P. M.

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

### **Roll Call:**

Present: Robert Alviene, K. Basse, H. Donargo, Maryanne Hanisch, Becky Karpowich, C. Piccirillo and Luis Rodriguez (Library Director, ex-officio).

Excused: M. Cardinale

### **Minutes:**

R. Alviene motioned that the minutes of the July 6, 2017 meeting be approved as submitted to the Board. M. Hanisch seconded the motion. The Board approved the minutes as submitted.

### **President's Comments**

The President mentioned the capital improvement bond issue which will be on the November ballot.

### **Director's Report:**

The Director gave a written report to the Board. He highlighted some items from the report:

- The Library has given out seven Baby Boxes so far.
- Solar glasses are now being distributed.
- People are thanking the Library for its programming.
- The Director is active in posting on the Butler community Facebook site.
- The Library made \$2075.80 from the June Taste of Butler event. There will be another event, this time including restaurants from Kinnelon and Bloomingdale in November. It will be at the VFW.
- The carpet was cleaned and it improved the Library's appearance.

- The Director created guides to online sites to encourage children to read, write and to learn science and math.
- The Director announced that Marianne Iannacone, a long-time employee, submitted her retirement notice.

K. Basse motioned and M. Hanisch seconded the motion to approve the Director's report. The Board unanimously approved the report.

### **Treasurer's Report**

M. Hanisch said that the paperwork for the bills to be paid was not available for the meeting. This was due to the illness of the person in the Borough who creates the paperwork and cuts the checks. M. Hanisch stated that the balance at the end of June was \$62651.93. That amount will go down with the payments due to the Borough for the checks it cut and payroll payment in July.

The Director circulated the vouchers which would be used to create the bills to be paid for the Board to review. After reviewing the vouchers, H. Donargo motioned and B. Karpowich seconded the motion to approve the Treasurer's report and the bill list. The Board unanimously approved the report.

### **Old Business**

No old business.

### **New Business**

#### **Replacing Marianne Iannacone**

The Director asked the Board to allow him to proceed to find a replacement for Marianne Iannacone. The Board approved this action.

#### **Auditor's Report**

The Director passed out the Auditor's report. He would like to discuss the report at the next meeting. C. Piccirillo asked if there were any issue mentioned in the report. The Director said they were the standard ones and that according to the auditor, the number of issues were reduced from the previous year's audit.

#### **Using a Temporary Employment Agency**

Because of Marianne Iannacone's retirement and other staff shortages, the Director asked the Board if he could use the services of Pro Libra, a temporary staffing agency which specializes in

providing staff to libraries, for temporary staffing when necessary. The Director said that Pro Libra was asking \$25 per hour for such staffing. The Director said he would like to negotiate that to \$22 per hour. He asked the Board to allow him to work with Pro Library if he could negotiate the price down to \$22 per hour. The Board approved allowing him to do so.

Payment of Accumulated Sick Leave

The Director said that the policy in the existing Library policy manual is to pay a percentage of a person's accumulated sick time when the person leaves the Library. The manual does not distinguish between a part time or full time staff member. However, the Borough only pays sick leave to full time employees. The Director will send the policy in the Library manual to the Board for review.

No Meetings in August

C. Picirillo suggested not having an August meeting. This will be considered when the meeting schedule for next year is planned.

**Public Comments**

None

**Adjournment**

With no public comments, R. Alviene motioned and H. Donargo seconded that the meeting be adjourned. The Board unanimously approved the motion.

The meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Luis Rodriguez