

The Butler Public Library Board of Trustees Minutes July 5, 2018

Meeting called to order: by Robert Alviene at 6:02 P. M.

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

Roll Call:

Present: Robert Alviene (Mayor), H. Donargo, M. Hanisch (Treasurer), B. Karpowich, and Luis Rodriguez (Library Director, non-voting).

Excused: C. Piccirillo and N. Moody (Dan Johnson, the new Superintendent of Schools just started his position).

Minutes:

H. Donargo Hanisch motioned and B. Karpowich seconded the motion to approve the minutes as submitted. The Board voted unanimously to approve the motion.

President's Comments

No comments

Director's Report:

The Director had sent his written report to the Board before the meeting. He highlighted some items from the report:

- The Library received a donation of \$500 from Raymour and Flanigan.
- Library will soon start circulating tote bags containing health information. The tote bags are stocked with material chosen and purchased by the health information library at Morristown Medical Center. We have a tote bag with mental health materials and one on weight control. We will soon be getting tote bags on other topics.
- The Summer Reading Kick-off event was very well-attended.
- A lot of people are signing up for our summer programs. A good number of programs are already full. We are reviewing our policy on letting people from outside Butler attend our programs.
- The Summer Volunteer program for ESL students is getting a good number of families participating. In this program, Butler High School students volunteer to tutor a child

who is learning English. Thanks to Joy Johnson from the Library for organizing this program.

- I've been invited to attend a ReferenceUSA conference in Omaha.
- 158 tickets were sold at the Taste of Butler event. Most of the tickets were sold in the last week, which makes it hard to tell participating restaurants how many will attend

M. Hanisch motioned and B. Karpowich seconded the motion to approve the Director's report.

Treasurer's Report

M. Hanisch reported that the President and she put the money in the expired Imandt Fund into the checking account. She recommended putting \$40,000 into the New Jersey Cash Management Fund (NCMF). When the Library receives the third of a mill money from the Borough, that money should be put into the NJCMF account. She also recommended that the balance of the Imandt Fund be put into a 13 month CD. The amount in the Imandt Fund CD when it expired was \$212,022.26.

The Director passed out a handout which showed that the Library is around \$7,000 below of its approved expenditures for personnel. He gave out another handout which showed the revenues collected as of June 2018 were more than one half of the projected revenues to be collected in 2018. Those are two good signs for this year's budget coming in if not under the budget.

H. Donargo motioned and B. Karpowich seconded the motion to approve the Treasurer's Report and the bills to be paid list. The Board approved the motion unanimously.

Old Business

- Selling, Soliciting, and Canvassing in the Library Policy
The Board approved the policy as presented.
- Imandt Fund
H. Donargo motioned and B. Karpowich seconded the motion to put \$40,000 of the Imandt Fund money into the NJCMF, with \$20,000 of that amount to be used in 2018 and \$20,000 in 2019. The remainder of the Imandt Fund money will be put into a 13 month CD. The Board approved by roll call the motion. The roll call vote was:
Alviene – yes Donargo – yes Hanisch – yes Karpowich - yes

New Business

- Hiring a person for Monday evenings

The Director asked the Board to approve the hiring of a former staff member to work on Monday evening. The Library is short-staffed on Monday evenings and it is busy from parents and children attending Monday evening programs. The Board approved the hiring.

- Teen Mural project and art gallery in the hallway

The Director asked Board approval to have a group of teens create a mural for the teen space. The Friends will be asked to pay for the program. The Board approved the project. In addition, he asked for Board approval to ask the Borough Council for permission to create an art gallery in the hallway (the hallway is Borough property). The Friends will be asked to pay for the program. The Board also approved this request.

Public Comments

There were no public comments.

Adjournment

B. Karpowich motioned to adjourn the meeting and H. Donargo seconded the motion. The Board voted unanimously to adjourn.

The meeting was adjourned at 6:36 p.m.

Respectfully submitted,

Luis Rodriguez