

The Butler Public Library Board of Trustees Minutes December 5th, 2024

Meeting called to order: at 7PM by Maryanne Hanisch.

The required posting was made in compliance with the Open Public Meeting's Act.

Roll Call:

Present: Maryanne Hanisch, Helene Donargo, Ryan Martinez, Louis Coiro

Excused: Jason Karpowich, Camille Piccirillo

Library Staff Attendance: Jenn Caputo

Public Attendance: Janet Kern

President's Comments:

- Trustees reviewed the minutes from November.

Minutes: Helene Donargo motioned and Louis Coiro seconded the motion to approve the November 7, 2024 minutes as submitted. The Board voted unanimously to approve the motion.

Director's Report:

- Children's program attendance is good.
 - Toys for Tots donations were accepted at the library. Every family that donated a new, unwrapped toy was entered to win two tickets to see "Rudolph the Red Nose Reindeer" at the Growing Stage Theater in Netcong. The theater graciously donated the tickets. The family that won were going to purchase another adult ticket to make it a family day out. Over 100 toys were donated. The train is coming on Saturday 12/7 for the pick up.
 - To celebrate Smokey Bear's 80th birthday, a scavenger hunt happened in the library this month. Participants had to count "Smokey Bear" signs that were hidden around the library. Each kid that entered got a Smokey Bear sticker and stamp. Closest guess to the actual number won the Smokey Bear plush.
 - A local company set up two Christmas photo backdrops in the library on November 21-November 22. Patrons came in their Christmas best to snap their own photos.
 - The tinkercad program has started again at the library. Over 10 kids will learn to code and print 3D images during the 2-week program.
 - In addition to all those programs, there is still Read a story to Corey the dog, storytimes, coloring pages, and other activities around the library.
- Adult program's attendance for programs good

- Adult patrons painted art on canvas on Wednesday, November 6th. The twelve patrons had a great time painting fall scenes.
- Tuesday movies are still going on. This month we showed "Thelma". The patrons loved it. Next month we're showing "Elf" with elf inspired treats being served.
- Those programs are in addition to Knitting & Crocheting club, Book clubs, and chair yoga.
- Wendy's night on 11/19 raised almost \$400. We are in the process of booking another one for February and then again in March. We booked a Panera night for Friday, 12/20. We'll get 30% of the profits.
- The next Board meeting is on Thursday, January 2nd at 7PM.

Helene Donargo motioned and Louis Coiro seconded the motion to approve the Director's Report as submitted. The Board voted unanimously to approve the motion.

Treasurer's Report

Treasurer emailed the Treasurer's Report ahead of the meeting to all Board Members.

Balances:

- The Lakeland Account is at \$223,516.57 interest rate 0.15% (unchanged)
- The NJCMF is at \$11,076.78 4.79% interest rate (-0.15)

The Board reviewed the Treasurer's Report. Helene Donargo motioned and Louis Coiro seconded the motion to approve the Treasurer's report. Maryanne Hanisch conducted a roll call on the motion to approve the Treasurer's Report and all voted yes on the motion.

Bills to Pay

- Petty Cash Reimbursement: \$45.25
- Borough: \$69,073.43
 - The borough check of \$69,073.43 includes the \$47,500 due to the borough. Maryanne discussed briefly how the asbestos abatement will be paid. The library will write a separate check to the borough monthly for \$2,000. Jim Kozimor will give Jenn a running total sheet of the expense deducting the \$2,000 each month.

Maryanne Hanisch conducted a roll call on the motion to approve the Bills to Pay. Board members voted yes on the motion except for Ryan Martinez who abstained.

Old Business

New Business

- The 2025 Board of Trustees meeting scheduled was sent. All meetings are in person and on the first Thursday of the month.
- Deposited Cash Box and Coin Box revenues on 11/8/24
 - i. Circulation Cash Box: \$416.95
 - ii. Coin Box: \$19.50
- Borough Payments:
 - i. Check #1615: \$54,609.12 given to Jim Kozimor on 11/13/24

Public Comments

Adjournment:

Maryanne Hanisch asked for a motion to adjourn the meeting. Helene Donargo motioned and Maryanne Hanisch seconded the motion to adjourn the meeting. The Board approved adjourning the meeting.

The meeting adjourned at 7:12PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)