

The Butler Public Library Board of Trustees Minutes January 2nd, 2025

Meeting called to order: at 7PM by Camille Piccirillo.

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

Roll Call:

Present: Maryanne Hanisch, Helene Donargo, Louis Coiro, Janet Kern, Camille Piccirillo

Excused: Ryan Martinez

Unexcused: Jason Karpowich

Library Staff Attendance: Jenn Caputo

Public Attendance: none

President's Comments:

- Camille announced the reorganization of the board. If anyone would like to run for either President or Treasurer, volunteer now. The board voted unanimously to elect Camille Piccirillo as President and Maryanne Hanisch as Treasurer.
- Trustees reviewed the minutes from December.

Minutes: Maryanne Hanisch motioned and Helene Donargo seconded the motion to approve the December 5th, 2024 minutes as submitted. The Board voted unanimously to approve the motion.

Director's Report:

- Children's program attendance is good.
 - Santa was able to write letter to about 50 kids this past month. The kids wrote a letter to Santa on the paper in the library and put it in his mailbox. All the kids got a response back.
 - We held the very popular diamond dots program on Monday morning. The kids made keychains. This program is held about every other month. Check the website for sign-ups.
 - The snowflake scavenger hunt began on January 1st. The kids go around the library and count the groups of snowflakes. Each child that participates get a light-up ring. The child with the closest number will win a Target gift card.

- This week we've had many student volunteers from RBS and BHS. The kids are putting away Christmas décor, peeling labels off of books, edging the books, and checking the shelves for missing books.
- 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
 - Crocheting class has returned. A volunteer stepped forward to teach basic crochet skills. The class will be held here in the library on Tuesdays beginning in February.
 - Chair yoga will begin again in January. Classes will be held in the courtroom so we can accommodate more participants. We will once again be charging patrons \$25 to join the class.
 - We have started an online Adult trivia contest. Patrons can check the website under Adult programs to enter the contest. The prize is a Dunkin' gift card.
 - Those programs are in addition to Knitting & Crocheting club, Book clubs, and chair yoga.
- Wendy's fundraiser will be on Tuesday 2/18.
- The next Board meeting is on Thursday, February 6th at 7PM.

Helene Donargo motioned and Maryanne Hanisch 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 Provident Account is at \$166,027.29
- The NJCMF is at \$11,113.34 4.45% interest rate
- The Imadt fund is being renewed in May.

The Board reviewed the Treasurer's Report. Louis Coiro motioned and Janet Kern seconded the motion to approve the Treasurer's report. Camille Piccirillo 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: \$307.00
- Borough: \$28,209.82
- Check to Friends: \$443.51

Camille Piccirillo conducted a roll call on the motion to approve the Bills to Pay. All board members voted yes on the motion

Old Business

New Business

- Citizen Leadership Form was filled out by all members present.
- The 2025 proposed budget was distributed. The budget needs to be updated to include end of year totals. It was be discussed at the next meeting and hopefully approved in March.
- The borough received a 4% pay raise at the beginning of 2025. The library employees, Margaret, Jenn, Lisa, Arlene, Karalyn are asking to receive the same increase as the borough. Camille suggested the budget be brought up next month and we'll discuss about the pay raise.
- Payments will begin next month for the asbestos repayment. A separate check will be written each month and a running total sheet will be supplied. There will be no separate invoice for the repayment.
- There will be a 36¢ minimum wage increase for Jeannette, Annette, Donna, and Val effective for the next pay period.
- Deposited Cash Box and Coin Box revenues on 12/30/24
 - i. Circulation Cash Box: \$370.84
 - ii. Coin Box: \$6.25
- Borough Payments:
 - i. Check #1616: \$69,073.43 given to Jim Kozimor on 12/9/24

Public Comments

Adjournment:

Camille Piccirillo 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 7:26PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)