

The Butler Public Library Board of Trustees Minutes February 2, 2017

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

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

Roll Call:

Present: Robert Alviene, Mario Cardinale, Helene Donargo, Maryanne Hanisch, Becky Karpowich, and Luis Rodriguez (Library Director, ex-officio).

Excused: Karen Basse

President's Comments

The President met with Jim Lampmann and Jim Kozimor of the Borough to discuss the payment the Library makes to the Borough. They told her that the Borough does not make money on what it bills the Library and sometimes the amount of services provided to the Library are more than what the Borough bills.

The President also asked everyone to review the current by-laws and, at the next meeting, see if there are any things in the by-laws which need to be changed.

R. Alviene motioned to approve the President's report. H. Donargo seconded the motion. The motion passed unanimously.

Minutes:

M. Hanisch motioned that the minutes of the February 2, 2017 meeting be approved, with a correction to the spelling of B. Karpowich's last name, as submitted to the Board by the Library Director. H. Donargo seconded the motion. The Board unanimously approved the minutes as submitted.

Director's Report:

The Director highlighted some of the items of his written report to the Board which he passed out at the beginning of the meeting.

- We are getting more and more tweens and teens attending our programs. We have some students who have attended all our STEM programs for teens, but some new students signed up for the Green Tech program.
- The Library is planning to start a program where teens write reviews of books they read and the Library will put the reviews on its website.

- The Library continues to work with the schools at Butler. In May, Alison Noble, an ESL teacher at Butler and the Director will do a program at the Library for pre-K children on how to help your child become a better reader. The Morris County Family Success Center will provide a person who will translate what is being said into Spanish.
- The Director went with Marty Wall and some teachers to pick up books from a former bookstore warehouse located in Newark.
- The High School is taking some of the Library's reference books. This clears up space in the Reference Room. The Director said that it may be possible to add more seating in the room by removing some shelving.
- The High School yearbooks were sent to Oklahoma to be digitized. The Director asked his contact in Oklahoma what they do to protect the privacy of the students. This is his response:

...the inmates and their computers are monitored constantly to assure that they do not abuse the information that goes before them. OCI does work for most state agencies in Oklahoma and some other states as well, and they understand the seriousness of their position and the implications of messing this up with staff as well as the other inmates who enjoy the opportunity to go to a semi normal environment for 7 hours a day, as well as other benefits they receive. We have been in the records conversion business for over 30 years and this is not a problem.

- The Friends will be donating money to the Library to purchase or support the following items or service:
 - HDTV - allows presentations in the Reference Room
 - A new laptop
 - Paying for a Ramapo student to come to the Library and help Butler students with their mathematics homework.
- The Friends will hold a fund-raiser tea on April 22 (not August 22 as the Director said at the meeting).
- Taste of Butler will be held on June 22 at Ramsteins. We will rent tents from the Fire Department, which will allow more people to attend. The price will be \$35, instead of \$25 (the price of the first Taste of Butler). The Board thought the rise in the ticket price should not affect attendance. The Mayor said that we should be very careful with occupancy limits and to make sure the limit is not violated. The Director will work with the EDC to develop a method to monitor this. C. Piccirillo suggested that the restaurants provide a staff member to serve food. She was a server at the first TofB and she got many questions she could not answer.

- Attendance has gone up from 2015 to 2016, an increase of about a thousand. Circulation has gone up a little. Other MAIN libraries are experiencing a drop in their circulation numbers.
- The Director shared with the Board the letter he wrote to Mr. Collins, inviting him to a Board meeting.
- The Director discussed his review of the 2016 budget (see attached). The Library spent more than the revenues it collected or received by around \$31,000. The Mayor asked if the deficit would come from the Imandt Fund. The Director said that doing so would incur a penalty. There was a discussion of how to use the Imandt Fund, but no final decision was made. The Mayor said there needs to be a plan for a few years down the road when the Imandt Fund is depleted. He suggested not increasing the number of hours and programs since these would have to be reduced when there is no more Imandt Fund money and it is hard to take someone away that already is in existence. The Director mentioned the proposal he made to the Board in 2016 to reduce some staff hours. He also said that he could review the circulation of Library materials to see if cuts could be made for materials which do not circulate well. He mentioned some items in which costs increased or decreased and some new sources of new revenue. The Mayor also said that the all parts of the Borough are facing budget issues so we have to be realistic on how it spends its money. C. Piccirillo said the Library has to make cuts.

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

Treasurer's Report

The Treasurer reported that the balance in the checking account as of the end of December 2016 was \$65,874.30.

The list of bills to be paid was circulated for Board approval as well.

R. Alviene motioned and H. Donargo his motion to approve the Treasurer's report and the bill list. The Board unanimously approved the report.

Old Business

- No old business

New Business

- No new business

Public Comments

- No public comments

Adjournment

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

The meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Luis Rodriguez