

## **The Butler Public Library Board of Trustees Minutes February 4, 2016**

**Meeting called to order:** by Marijane Brandau at 6:00 P. M.

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

**Roll Call:**

Present: Robert Alviene, Alex Anemone, Karen Basse, Marijane Brandau, Louis Coiro, Camille Piccirillo, Marie Pra and Luis Rodriguez (Library Director, ex-officio).

**President's Comments:**

M. Brandau, who was excused from the January 2016 meeting, asked about the status of the budget. L. Rodriguez explained that he shared a 2016 budget projection at the January meeting. That projection showed that the Library will have to dip into its cash reserves in 2016 to meet the 2016 expenditures he projected. He said the Board decided at the January meeting not to use monies in the Imandt Fund to meet the 2016 shortfall.

An extended discussion occurred on handling the budget shortfall. The sentiment of the Board was to wait until later in the year to make decisions on cuts to programs or other ways in which to deal with the projected shortfall.

The director discussed the 2016 budget proposal he gave to the Board for discussion at this meeting. He said that he projected revenues conservatively and expenditures on the more liberal end. He said that he does not expect the salary and benefits allocation to be what he projected and for more fines to be collected.

The Board also decided to wait until the municipal and school budgets were approved in March 2016 to decide on the Library's official budget.

**Previous Minutes**

R. Alviene motioned and C. Piccirillo seconded that the minutes of the January 7, 2016 be approved without changes. The Board approved the minutes unanimously.

### **Director's Comments:**

See the attached written report. L. Rodriguez highlighted some items from the reports:

- L. Rodriguez discussed some projects on which the Library and the schools are collaborating. One was the pilot project involving William Paterson University. Education students good in mathematics will come to the Library to tutor Butler High School students who need help in mathematics.
- He also mentioned a possible collaboration with the Morris County Family Success Center. The Center receives funding from the Center and it has been asked to do programming in other parts of Morris County. The Center is willing to work with the Library to provide programs here. The Library and the Center are discussion holding citizenship classes at the Library.
- The Library has also been approached by Bob Vosatka. Mr. Vosatka has worked with Liberty Science Center. He would like to do science oriented programs at the Library.
- Attendance at the Library's program is good. The medicinal herb program, which whose speaker was suggested by M. Pra, had very good attendance.
- As always, the children's programs are well-attended.
- There will be a Friends meeting in early March.
- M. Brandau asked about the status of the 3D printer. Arlene Walk's son volunteered to put the printer together and is now working on it. The printer will soon be ready for the public. The Director said that he plans to propose policies for the Board to consider.

### **Treasurer's Report**

L. Coiro said he is up to date on December 2015 report. That matches the December 2015 bank statement. He also sent the report to the Board for feedback. He passed around the November 2015 vouchers, which also balance with the bank statement.

### **Old Business**

#### **Closing Dates**

In response to the Board's questions at the January 2016 meeting about why the Library was closed on Friday, December 23 and Monday, December 26, but opened on Saturday, December 24, the Director said he spoke his staff. He mistakenly put down that we would be open on Saturday, December 24. Very few people will come to the Library on the Saturday before Christmas and New Year's Eve. He would like to close the Library on those days. The Board agreed.

## **New Business**

### Selection of Officers for 2016

K. Basse nominated C. Piccirillo for President and R. Alviene seconded.

The Board voted on this motion. R. Alviene, A. Annemone, L. Coiro, and K. Basse voted for C. Piccirillo.

M. Brandau nominated L. Coiro for the position of Treasurer. The Board voted unanimously to make him the Treasurer (with L. Coiro abstaining since he is the candidate).

### New Printer

L. Rodriguez said he needed a new printer. He will check with Ed Card from the Borough to see if the Borough is doing a group purchase.

### 2016 Budget Proposal

R. Alviene recommended that we wait until the Borough and the School set their budgets in March. The budget proposal was tabled until those budgets were approved. R. Alviene made the motion and M. Brandau seconded. The Board approved the motion unanimously.

R. Alviene motioned to adjourn. C. Piccirillo second. The Board approved the motion unanimously.

The Mayor publicly thanked Marijane Brandau for all the years she served as President of the Butler Library Board of Trustees.

Meeting adjourned at 6:31 pm

Respectfully submitted,

Luis Rodriguez

Director, Butler Public Library