

The Butler Public Library Board of Trustees Minutes June 2, 2016

Meeting called to order: by Robert Alviene at 6:05 P. M.

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

Roll Call:

Present: Robert Alviene, Karen Baase, Marijane Brandau, Louis Coiro, Maryanne Hanisch, and Luis Rodriguez (Library Director, ex-officio).

Excused: Camille Piccirillo

President's Comments:

There were no comments from the President who had another engagement and could not make this meeting.

Previous Minutes

M. Hanisch motioned and K. Baase seconded that the minutes of the May 5, 2016 meeting be approved without changes. All members of the Board approved the minutes.

Director's Report:

The Director sent a written report to the Board. L. Rodriguez highlighted some items from the report:

- In order to get middle and high school age students more involved in the Library's program, the Library has scheduled several technology related programs during the summer.
 - Dr. Robert Vosatka, a physician and retired faculty member of the Columbia Medical School, has volunteered to lead a weekly summer activity called "Increasing Your Techxpertise."
 - It has started a Rubiks Cube club and a Speed Cup Stacking club.
 - It will be hosting a program on July 20 on how to use your smartphone to make music.

- The Director discussed his participation in Connecting Butler, an informal group of community members and members of Morris County organizations. The group is meeting to collaborate on organizing programs which are of interest to the Butler

community.

- The Library recently switched its phone service to Cablevision. The monthly charge from Cablevision will be around \$30 less a month than it had been through Mettel, the previous provider of phone service to the Library.
- The Library gave computers it was discarding to 501(a) nonprofit, SciencEd Foundation.
- The Director has been contacting patrons with many long overdue items to get the patrons to return or pay for the items. He has not had much success with get materials returned or paid for.
- The Director has been gone to a few local businesses to show the business person some of the electronic resources available from the Library. He has received positive feedback for doing this and he will ask other local business people if they would like an onsite demonstration of the Library's electronic resources.
- As per a previous discussion, a policy manual has been placed at the Circulation Desk so that patrons can view the Library's policies. The Director will ask Bruce to put up a sign saying alerting patrons on where they can ask to see Library policies.
- K. Basse motioned and M. Hanisch seconded that the Board approve the Director's report. The Board voted unanimously to accept his report.

Treasurer's Report

The Mayor asked the Director what he knew about the status of the switch over in the signature card at Lakeland Bank. The Director said he did not think the switch had been made. The Mayor said he would call the bank to see if he could get this resolved.

The Mayor asked Board members if they had any questions about the list of bills which needed approval to be paid and which had been distributed at the beginning of the meeting. M. Brandau asked about a \$520 bill from Jack's Petting Zoo. The Director explained that the petting zoo has been coming to the Summer Reading program kick-off event and is very popular. He also said that the Friends have donated \$600 to the Library to be used to support these types of expenditures for the Summer Reading program.

K. Basse then motioned and M. Hanisch seconded that the monthly bill payment list be approved.

New Business

- The Director asked the Board if it was OK for him to give the Borough Council an update on the Library. The Board encouraged him to do so.
- **2016 Budget proposal**
Director gave the Board a proposal on areas in which he could make cuts to deal with the budget situation. He identified around \$3,000 in cuts for this year. He does not think the salary expenditures will be lower than estimated in the budget. He made other cuts to materials (adult books, DVDs). Instead of purchasing four computers as proposed in the budget proposal he gave the Board in February, the Library will lower its projected expenditures by ordering two rather than four computers. He said that there are not too many places in which to cut. With these proposed cuts to the budget proposal, the potential deficit brought down to \$48,000.

He mentioned some areas to cut for next year including in staffing. He would prefer to consider these cuts next year rather than this and do so if the budget situation continues to be a problem.

A long discussion ensued over whether or not to use the Imandt Fund to make up some of the shortfall. R. Alviene proposed and K. Basse seconded a motion to use the principal in the Imandt Fund to cover some of the budget deficit. The motion passed three votes to one: Ayes (Alviene, Basse, and Hanisch); Nays (Brandau)

The Director will make a recommendation to the Board on how this will be done.

Public Comments

None

The meeting ended at 6:44 p.m.

Respectfully submitted,

Luis Rodriguez