

The Butler Public Library Board of Trustees Minutes April 6, 2017

Meeting called to order: by Camille Piccirillo at 6:02 P. M.

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

Roll Call:

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

Excused: M. Cardinale & K. Basse.

Minutes:

M. Hanisch motioned that the minutes of the March 2, 2017 meeting be approved as submitted to the Board. H. Donargo seconded the motion. The Board approved the minutes as submitted.

President's Comments

The President did not have anything to report.

Director's Report:

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

- The Director mentioned how fortunate the Library is to have volunteers for programs for young adults. Those volunteers are: Bob Vosatka, who oversaw the ham radio program and Gregg DiLuzio, David Mawyin. Dan Tanis and Randal Tom who oversaw the Green Tech program.
- The Library is sponsoring its annual Gift-A-Book program in April. Patrons can purchase a children's book to be added to the Library collection and have an inscription placed in the book purchased.
- The Library will be having its book sale on June 2 and June 3 (Friday and Saturday). We will start taking donations in May.
- Attendance at the Tuesday afternoon movies series is improving. It could be due to the change in the types of movies we are showing. Originally, we were showing movies which were not shown in major theaters. Now, we are showing movies shown in large movie theaters.

- The Library is getting closer to being able to show live and taped streamed performances from Lincoln Center.
- The Friends Tea fund-raiser will be on Sunday, April 30. At the time of the Board meeting, 26 people had signed up to attend.
- The Library is doing more postings on the Butler Community Facebook site. That could be one reason why more people are attending Library programs.
- The Director sent to 2016 Annual Report to the Board.
- He completed the 2016 New Jersey State Library. He will scan it and send the scan to the Board. The survey contains only data/statistics. It does not have a narrative like the annual report.
- C. Piccirillo mentioned that the Director is taking vacation in August. Margaret Assante will be in the Library while he is on vacation.

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

Treasurer's Report

M. Hanisch reported the balance in the checking account as of 02/28/2017 was \$63,279.42. The February check to the Borough is not included in this amount.

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

H. Donargo motioned and B. Karpowich seconded the motion to approve the Treasurer's report and the bill list. The Board unanimously approved the report.

Old Business

Update on the By-Laws: The Director is typing them for review by the Board. Please send any suggested changes the Director so he can incorporate them into the draft to be reviewed by the Board.

Proposed 2017 Budget: The Borough has not passed its budget. The Director will send a draft to M. Cardinale and H. Donargo who were not at the meeting where the draft of the Library

budget was distributed. The Mayor asked the Director to send the draft to the Borough Administrator.

C. Piccirillo asked if the Library could ask the Borough to cover the cost of out-of-ordinary expenses. The Mayor said that those kinds of expenses should be presented to the Council. He said there is not much money available for these kinds of expenses, especially with the school budget yet to be approved. The Mayor also mentioned that the one third mil amount is determined by the State but the Borough is responsible for collecting the taxes for this.

The Mayor then thanked the Friends of the Butler Library who were attending the meeting for their support of the Library. He mentioned the repairs and renovations made to the Men's Room. One of the Friends asked to speak and she said that the Ladies Room needs some more repairs - stains on the stalls need to be washed down and it has a dripping sink. The lack of a proper sign on the Men's Room was also discussed. The Mayor asked the Director to speak to Mary O'Keefe to get a new sign.

New Business

2016 Annual Report: The Director asked the Board if he could send the report to the Borough Council as required by a municipal ordinance. The Board approved sending the report he wrote to the Council and to the Borough Administrator.

New Jersey State Library 2016 Survey: As discussed during his report, the Director will scan and share with the Board the 2016 survey he submitted to the New Jersey State Library.

Letter to a Patron Using a Public Computer: The Director asked for Board approval to give a letter to a patron who is using a public computer to view images which have made Library pages (minors) uncomfortable. The letter would allow the patron to only use the public computer in the Reference Room. The Board approved this action. C. Piccirillo recommended changing the angle of the monitor so it is less visible to those who walk into the room.

PEW Survey: The Board approved the distribution of the survey to get community feedback on the Library. The Director will follow up with the creator of the survey to see if a comments section can be added.

Disposal of Old Electronic Equipment: The Director asked Board permission to give unneeded computers, printers, and other electronic equipment to Computers for Kidz and to Green Vision in Randolph, NJ. Computer for Kidz takes old computers and refurbishes them so they become usable. The computers are donated to Essex County College. Green Vision, an organization which provides training for adults with developmental disabilities, takes electronic equipment and has their trainees disassemble the equipment. It would be costly to have the equipment taken away by a recycler so donating the equipment to these groups will save the Library

money. The Board approved this action.

The Board President reminded the Board to use the online tutorials on the NJ State Library Trustees site.

The Director asked if the Board would like to have a meeting of library boards from nearby communities (Kinnelon, Butler, Pequannock, Riverdale, and Lincoln Park). The Board thought that a good thing to pursue.

Public Comments

M. Donnelly, a member of the Friends of the Butler Library said she appreciated what was going on in the Library. The Library is becoming the "hub" of the community which is consistent with their vision for the Library.

Adjournment

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

The meeting was adjourned at 6:41 p.m.

Respectfully submitted,

Luis Rodriguez