

## **Board of Trustee Minutes July 2, 2015:**

**Meeting called to order:** by Marijane Brandau at 6:30 P. M.

The required posting was made in compliance with the Sunshine Laws.

### **Roll Call:**

Present: Robert Aviliene, Karen Basse, Marijane Brandau, Camille Piccirillo, Marie Pra, and Luis Rodriguez (Library Director, ex-officio).

Louis Coiro was not present.

### **Previous Minutes**

The minutes of the June 4, 2015 meeting were approved without changes. Approval of the April 2, 2015 minutes was delayed until the next Board meeting.

### **President's Comments:**

Marijane made positive comments on the new director. She also spoke on comments made from members of the MAIN Executive Board on the amount the Library pays to the Borough. Some thought it was too high. The Mayor said that the amount was decided on a while ago.

The Board then had an extensive discussion on the issues raised by the Library no longer participating in MAIN because the Director does not work full time. Some of the consequences of the Library losing its membership in MAIN are that Butler residents would no longer be able to borrow materials from other MAIN libraries, with the exception of the County Library. In addition, the Library would have to get a replacement automated library system to replace the system provided by MAIN.

The additional cost of having the director work 35 hours would come to around \$15,000 or about one tenth of one percent of the Borough's budget. The Mayor thought the Council did not see a need for a full-time director, given the size of the Library. The Mayor also thought that there may be some areas of the Library budget in which savings could be achieved.

The Director went over his mid-year budget review. Other than the personnel budget lines, the other lines did not have any surplus. The Director said that some of the

potential extra money in the personnel lines be available to cover any staffing emergencies. Marie pointed out that some of the extra money is due to the absence of a director between the end of February when Catherine Chadwick left and the end of April when Luis Rodriguez began as new director.

The Board reviewed several options. After some discussion, the Mayor asked the Board President to talk to the Borough Financial Officer to see if there is some way for the Borough and Library to share the extra costs free the money needed to allow the director to become full time beginning the next budget year.

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

See the attached written report. The Director highlighted some items from the report:

- He met with a representative of the Morris County Office of Latino Affairs. They said they would help translate the Library brochure into Spanish.
- The Director is focusing on reaching out to groups to bring more people into the Library and to publicize its services and resources.

### **Treasurer's Report**

Marie reported that the Library account has a balance of \$110,597.07. The Board discussed whether or not Treasurer's Report has to be approved. Marie and Marijane pointed out that years ago, the Board had decided that no approval was needed.

### **Old Business**

The Board approved a 2% raise in hourly wages for the eligible Library staff. That is the amount the Borough employees received.

No one at the meeting was sure of the percentage increase the Borough employees received. Marijane will check with the Borough. [Note: The Director contacted Jim Kozimor to determine the rate. Mr. Kozimor emailed the Director and wrote him that the Borough employees received a two (2) percent increase.]

Based on the lowest bid and the ability to do the work on a weekend, the Board agreed to use Score Cleaning Solutions, the services of the company Louis Coro recommended, to clean the Library's carpet. The carpet will be cleaned in July.

### **New Business**

Marijane proposed to give Margaret Assante a \$500 stipend for being Acting Director. The Board approved this motion.

Marijane then proposed giving Luis Rodriguez, the Director a raise of \$2.00 per hour to begin after his 90<sup>th</sup> day. The Board approved the motion.

The Board agreed to table the Auditor's Report since it just received the Report.

Luis reported on a request from the Fire Department to use the Library for a fund-raiser. Once the Department was told of the occupancy limit (25) for the room, it withdrew its request.

### **Public Comments**

None

### **Next Meeting**

The next meeting will start at 6pm.

### **Meeting Adjournment**

Meeting was adjourned at 7:14 P. M.

Respectfully submitted,

Luis Rodriguez  
Director, Butler Public Library