

# **The Butler Public Library Board of Trustees Minutes May 3, 2018**

**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 (Mayor), H. Donargo, M. Hanisch (Treasurer), C. Piccirillo (President), and Luis Rodriguez (Library Director, non-voting).

Excused: M. Cardinale, B. Karpowich, and N. Moody

**Minutes:**

M. Hanisch motioned and R. Alviene seconded the motion to approve the minutes as submitted. The Board voted unanimously to approve the motion.

**President's Comments**

C. Piccirillo spoke about the CD in Lakeland, which will mature on June 26. The interest rate for a one year CD is 0.17% (could be 1.17%), but for 13 months it would be 1.49%. The Director said he will try to calculate the cash needs of the Library to help the Board determine how best to phase the maturing CDs of Imandt Fund monies. C. Piccirillo also said a green certificate will need to be presented to Lakeland. The Director will look for the certificate.

**Director's Report:**

The Director had sent his written report to the Board before the meeting. He highlighted some items from the report:

- The Library, with help from Bob Vosatka, will create a hydroponic garden to grow lettuce.
- The Raymour and Flanigan event is moving forward. The Recreation Committee will have a table and Architekt will do a ukulele class for ten students.
- "Taste of Butler" tickets are being sold. The tickets are \$25/person, \$10 less than the last "Taste of Butler" event.
- The Library is planning to work with Vicky Mulligan of Life Center Stage (<http://www.lifecenterstage.com/>) to have local teens and others redesign the current

teen space.

- The Library will hold a cooking class on how to cook French toast in a cup and microwave. This was suggested by our pages as something they would like to learn when they go to college.

H. Donargo motioned and R. Alviene seconded the motion to approve the Director's report.

### **Treasurer's Report**

M. Hanisch referenced the handout from the Director. M. Hanisch mentioned the over \$90,000 payment to the Borough and the \$150 payment to the Friends. She wrote a petty check for \$196.42. We still owe the Borough \$23,600.94 for payments it made on our behalf in April.

The Director did another update of expenditures on personnel. The Library continues to spend less than the average per week amount in the proposed 2018 budget. So far, expenditures in the personnel lines are \$6,000 less than projected. He said that he is working more at the Circulation Desk in order to save on staffing costs. In addition, the Library did not replace the position of a person recently hired to work ten hours per week.

The Board reviewed the bills to pay.

R. Alviene motioned and H. Donargo seconded the motion to approve the Treasurer's Report and the bills to be paid list. The Board approved the motion unanimously.

### **Old Business**

The Director shared the proposed budget. He said that the proposed budget, now including the \$10,000 the Borough is giving the Library, will have a small surplus if his projections are correct. He increased the allocations for the materials budget which has been going down for the past several years. The budget also assumed a 2% increase to the personnel budget. [Note: the proposed budget also includes spending from the Imandt Fund principal.]

The Board discussed the proposed budget. After discussion R. Alviene motioned to approve the budget as proposed and H. Donargo seconded the motion. The Board took an individual vote on the budget:

Mayor Alviene – yes; President Piccirillo – yes; Treasurer Hanisch – yes; Board member Donargo – yes. The budget was approved unanimously.

**New Business**

The Director asked the Board the hourly rate for all staff other than the Director by 2%. This amount is what J. Kozimor told the Director matched the cost-of-living raise Borough employees received.

M. Hanisch motioned to give the employees a 2% raise in their hourly raise. H. Donargo seconded the motion. The Board approved the motion unanimously.

**Public Comments**

There were no public comments.

**Adjournment**

R. Alviene motioned to adjourn the meeting. H. Donargo seconded the motion. The Board voted unanimously to adjourn.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Luis Rodriguez