

The Butler Public Library Board of Trustees Minutes January 3, 2019

Meeting called to order: by Camille Piccirillo at 6:00 P. M.

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

Roll Call:

Present: Robert Alviene, Helene Donargo, Maryanne Hanisch, Becky Karpowich, Nancy Moody, Camille Piccirillo, and Luis Rodriguez (Library Director, ex-officio).

Absent: Dan Johnson

Minutes:

H. Donargo motioned and B. Karpowich Moody seconded to approve the minutes as submitted. The Board voted unanimously to approve the motion.

Nomination of Officers

N. Moody nominated C. Piccirillo for the President position. B. Karpowich seconded the nomination. C. Piccirillo accepted the nomination. The Board did a roll call vote and everyone on the Board voted to name C. Piccirillo as President.

N. Moody nominated M. Hanisch for the Treasurer position by a unanimous vote. H. Donargo seconded the nomination. M. Hanisch accepted the nomination. By a unanimous vote, the Board voted to name M. Hanisch as Treasurer.

Director's Report:

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

- **Teen Trivia Night**
The Library had good attendance at recent programs. One such program was Teen Trivia Night. The students who put the program together – Andrew Agront, Caroline Dzedzic, Dominika Petrasova and Elissa Soykin – did a great job. On top of the good turn-out, they were able to recruit other teens for a teen advisory group.

- **Intergenerational Art Program**
B. Karpowich said it was a good program but suggested less time spent on attendees talking about how they got to Butler. B. Karpowich also suggested that the program be held again, perhaps in the summer when teens would not be participating in sports

events. B. Karpowich said there are times during the school year when there is a gap on sports events. She will let the Director know of such times. The Friends paid for both programs.

- Conversational ESL program
The program is going well. However, attendance has gone down as we got closer to Christmas.
- The Friends received another check, for \$6,000, from David Collins of the Collins Family Foundation.
- The Library is participating in the Junior Solar Sprint program. TransOptions will give the Library four kits to build solar powered cars. Teams of four will build the cars and race against teams from other municipalities in Morris County.

Director then mentioned some of the programs the Library is doing in the early part of 2019.

- A Butler resident will bring her therapy dog to the Library so that early readers can read to the dog.
- The Library is hosting another AARP Smart Driver Course
- The Tuesday movies the Library is showing are:
Crazy Rich Asians (January)
Mama Mia 2 (February)
A Star is Born – 2018 version (March).

The Director then reviewed the “Personnel Expenditures” report he distributed at the meeting. The Library spent \$11,300+ less than budgeted in the personnel lines.

N. Moody motioned and R. Alviene seconded the motion to accept the Director’s report. The Board unanimously accepted the report.

Treasurer's Report

M. Hanisch delivered the Treasurer’s report. She wrote a check for \$81 for December petty cash expenditures. She also wrote a check in the amount of \$22,930.11 to reimburse the Borough for the expenses it incurred on the Library’s behalf. That leaves over \$52,000 in the checking account.

The Treasurer then discussed the letter she will email to Peggy Denequolo at Lakeland Bank. The letter discusses how the wire transfers to and from the checking account to the NJ Cash

Management Fund account will work. They will be done once a month and there will be fees **no** for the transfers. The Treasurer agreed with Jim Kozimor's suggestion to, after we deposit the next check from the Borough, to transfer all the remaining money, except for \$4,500 to leave in the checking account.

H. Donargo motioned and B. Karpowich seconded the motion to accept the Treasurer's report. The Board then did a roll call vote. All voted to accept the report.

[As a follow-up, the Treasurer reported, in an email to C. Piccirillo and L. Rodriguez that "she sent the letter to Lakeland Bank today, and almost immediately, Peggy called me. She agreed that the procedure as outlined in the letter is correct. When the time comes, any bank employee "on the platform" can handle the wire transfer; it will not necessarily be Peggy. So whichever one of us goes in, have the NJCMF information sheets along, with the account number: [redacted].

"It sounds as if there are a fair number of people who come in to do wire transfers to various places, and I guess that's why we have to bring our account info each time."]

Old Business

The director didn't get a chance to re-do meeting room policy based on Boards' comments from the previous month's meeting. He will have it ready for the next meeting.

New Business

[Resolution in Support of Statewide Delivery Service]

The Director asked the Board to approve a resolution on the importance of support for the statewide delivery service. For a smaller library like Butler, the delivery service is critical to get patrons books, DVDs, and other items we cannot afford to purchase. The Director also described who the Library gets materials from and for whom it gets material.

The Board discussed the resolution and the service. M. Hanisch moved and H. Donargo seconded a motion to support the resolution. The Board approved the resolution unanimously.

Additional Comments

N. Moody said she would work to revise the by-laws. She will also help prepare a package for new members of the Board. The director will ask other MAIN libraries if they have such a package.

Public Comments

No comments.

Adjournment

R. Alviene motioned to adjourn and M. Hanisch seconded the motion.

The meeting adjourned at 6:37 p.m.

Respectfully submitted,

Luis Rodriguez