

The Butler Public Library Board of Trustees Minutes September 5, 2019

Meeting called to order: at 6:03 p.m., by Robert Alviene, substituting for Camille Piccirillo.
The required posting was made in compliance with the Open Public Meetings Act.

Roll Call:

Present: Robert Alviene, Helene Donargo, Maryanne Hanisch, Nancy Moody and Luis Rodriguez.

Excused: Becky Karpowich and Camille Piccirillo

Absent: Dan Johnson (The Director reported that the Superintendent will send Suzanne Greco in his place when he cannot make the meetings.

Minutes:

N. Moody motioned and M. Hanisch seconded the motion to approve the minutes of the June 2019 as submitted. The Board voted unanimously to approve the minutes.

President's Comments

The President was excused from the meeting so no report was given.

Director's Report:

The Director had sent two written reports (one for the month of July and one for the month of August) to the Board before the meeting. He highlighted some items from the report:

Upcoming programs

On October 12, the Library is hosting a "Red/Blue Workshop." The purpose of the workshop is to help people learn strategies which to facilitate talking to someone whose political views differ from that persons.

The Friends will hold a meeting on September 16. N. Moody attended the first Friends meeting. Six people came to first meeting to become part of the Friends group.

With money from the Butler Municipal Alliance, the Library is hosting a community drum circle. The group will meet once a month, starting in October. In December, it will perform publicly at the Church of the Nazarene. The pastor of the Church said he will invite musician friends of his to perform as well.

On October 3, a representative from the Morris County School of Technology will be speaking in the courtroom about the MCST's academies and application process. Students from Butler who attend the MCST will also be there to answer questions.

The Director said that during the Board meeting on October 3, the Mayor and the Director will have to momentarily leave the Board meeting to greet the people attending the program. The Mayor asked the Director to make sure that there is not a planning board meeting in the courtroom on the 3rd. [After the meeting, the Director wrote to the Board that there is no planning board meeting scheduled for October 3.

The Director then discussed the "Open Mic" program scheduled for Friday, October 11. [Director's note – due to lack of sign-ups, we cancelled this program.

The Director told the Board about the Boy Scout with whom he is working. As part of the Scout's Eagle Scout project, the Scout plans to refurbish the benches in the playground across from the Library. He also plans to build two new benches on a patio. The Director agreed to work with the Scout and help interface with the Borough Administrator.

H. Donargo motioned to approve the Director's report. N. Moody seconded the motion. The Board voted unanimously to approve the report.

Treasurer's Report

The Treasurer gave the following report:

- The Imandt Fund CD was up for renewal. The Treasurer went to Lakeland bank and turned in the CD. \$20,000 of the money from the CD was allocated for use in the 2020 budget. The money was put in the NJCMF to maximize interest on the money.
- A new CD was started in the amount of \$152,022. It will mature on September 12, 2020. The interest earned on the old CD was left in the Lakeland Bank checking account. The amount was more than the Director estimated for the 2019 budget. The interest rate on the new CD is 2.130% with an APY of 2.15%.
- The Treasurer wrote two petty cash checks totaling \$308.49. She also wrote a check to the Borough for \$29,245.91 to reimburse the Borough for costs incurred on the Library's behalf.
- The balance in the checking account on the day before the Board meeting was \$93,522.14. Subtracting the checks written to the Borough brought the balance to

\$63,967.74. The Treasurer could have transferred \$59,467.74 to the NJCMF account but she decided to round that to to \$59,000. That left \$4,967.74 in the Lakeland checking account, plus whatever interest was earned during the past few days.

After the Treasurer's report, the Board reviewed the bills to be paid list.

H. Donargo motioned to approve the Treasurer's report and to pay the bills. N. Moody seconded the motion. The Board then had a roll call to pay the bills and the Treasurer's report. The Board voted unanimously to approve the payments and to accept the Treasurer's report.

Old Business

Proposed 2019 Budget

The Director's projections for 2019 personnel costs were lower than they will be. The Director will closely monitor the personnel budget. The account for the higher personnel costs, the Director He reduced the amount in the lines devoted to purchases of Library materials. The Director's sense was that that the Library will spend less than projected in some lines and that the surplus in those lines can be used towards the material budget.

The Board tabled voting on the proposed budget until the next meeting.

New Business

The Auditor's Report

The Director distributed copies of the report to the Board. The Board will discuss the report at its next meeting.

Public Comments

No comments.

Adjournment

H. Donargo motioned to adjourn the meeting. M. Hanisch seconded the motion. The Board voted to adjourn the meeting.

Respectfully submitted,

Luis Rodriguez