

## **The Butler Public Library Board of Trustees Minutes February 5, 2020 Meeting**

**Meeting called to order:** at 6:03 p.m. by Camille Piccirillo.

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

### **Roll Call:**

Present: Robert Alviene, Helene Donargo, Maryanne Hanisch (via phone), Nancy Moody, Camille Piccirillo, and Luis Rodriguez.

Excused: Suzanne Greco and Becky Karpowich

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

No comments.

### **Minutes:**

N. Moody motioned and H. Donargo seconded the motion to approve the minutes of the January 2, 2020 minutes as submitted. The Board voted unanimously to approve the minutes.

### **President's Comments**

No comments.

### **Director's Report:**

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

- The Director noted a change in time of the upcoming WISE program to 10 - 11:30 AM on Wednesdays. The Director asked the Board to publicize the program. The program contains information on ways in which adults over 60 can stay healthy.
- The Director informed that Board that he has been collecting information on museums who offer library pass programs. The Friends will create a survey asking the community to vote on the museums for which the Friends should purchase a pass.
- The Director spoke about the free analysis ADS would do on vulnerabilities to the Library computers and network. ADS would offer support to deal with the problems it identifies, at about \$30 a workstation.

The Director has been spending much time lately on deal with problems with the public computers. The Board suggested that the Director ask Ed Card if he could help with the

computer problems the Library is having. The Board and Director will also try to find a high school student who can volunteer to help maintain the public computers.

- Another potential Eagle Scout is looking for a project for this Eagle Scout badge. Jim Lampmann suggested clearing the path behind Stony Brook. C. Piccirillo suggested he meet with the Recreation Committee if he is doing this project.
- The Director announced that Carolyn Marrin resigned at the end of January. Rather than hiring a replacement, two staff members are working two extra hours each and some of the work she did was distributed to the Circulation staff.

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

### **Treasurer's Report**

The Treasurer gave the following report:

- Last month, the Treasurer moved around \$4,200 from the NJCMF account to Lakeland to pay bills.
- This month, the Boro is owed \$40,405.83 and the petty cash refund amount is \$243.25.
- As of February 5, 2020, there was \$44,244.55 in the NJCMF account (\$20,000 for 2020 is still there.).
- The Lakeland checking account has around \$5d \$5,112.80 in it.
- Around \$40,000 will need from the NJCMF to Lakeland to be moved to pay this month's bill.
- The President asked if the Boro needs to cut the first quarter tax revenue check. The Treasurer reported that last year, Jim Kozimor cut this check in late February. The Director will ask Mr. Kozimor if he could do this again.

H. Donargo motioned and N. Moody seconded the motion to approve the Treasurer's report. The Board held a roll call vote on the motion and it passed unanimously.

After the Treasurer's report, the Board reviewed the bills to pay information. H. Donargo motioned and N. Moody seconded the motion to pay the bills. The Board held a roll call vote on the motion and it passed unanimously.

### **Old Business**

#### **By-Laws**

The Board reviewed the first several sections of the by-laws. N. Moody made many good suggestions on changes to those sections.

## **New Business**

### **2019 Budget Transfer Motion**

The Director asked the Board to move money between accounts to make sure no lines were in the negative. He handed out a sheet with the proposed transfers. However, the Mayor said that the sheet should include the account name as well as the account number. The transfers were tabled until the next meeting.

### **2020 Proposed Budget**

The Director gave the Board a copy of the 2020 proposed budget. He mentioned that he based the salary figure on a 4% raise for the staff. A vigorous debate followed. The 2020 budget will be reviewed at the next several meetings.

### **Public Comments**

No comments.

### **Adjournment**

R. Alviene motioned to adjourn the meeting. M. Hanisch seconded the motion. The Board voted to adjourn the meeting. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Luis Rodriguez