The Butler Public Library Board of Trustees Minutes  
June 4, 2020 Meeting

**Meeting called to order:** at 6:15 p.m. by Robert Alviene  
The required posting was made in compliance with the Open Public Meetings Act

**Roll Call:**  

Excused: Camille Piccirillo

**Minutes:**  
N. Moody motioned that the minutes of the May 7, 2020 meeting be approved as submitted. M. Hanisch seconded the motion. The Board voted unanimously to approve the minutes.

**President’s Comments**  
No comments since the President was excused.

**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 met with the director of the Riverdale, Pequannock and Kinnelon libraries to discuss joint programming in the summer. There will be four programs, two in July and two in August, with each library taking responsibility for one program. Butler will be hosting a program in August:

  Living Many Lives - Past Life Regression  
  Tuesday, August 11, 2020  
  6:00 pm - 7:30 pm  
  Presented by RoseMarie Rubinetti Cappiello, Spiritual Healing Medium

- Rina Rosazza will be doing a Zumba program for the Library, starting on Wednesday, July 1 at 6 p.m.

- The Summer Reading program will be for all ages. A virtual platform, provided by the New Jersey State Library, will be used. Kristen Talbot and Arlene Walk are overseeing the program.
• S. Greco mentioned that the summer reading list for the Butler Schools will be ready soon.
• The Director mentioned that the Governor had not set, as of the date of the Board meeting, a firm date for when libraries can reopen.

M. Hanisch motioned to accept the Director’s report. H. Donargo seconded the motion. The Board approved the report unanimously.

**Treasurer's Report**
The Treasurer gave the following report:

There is $65,776.49 (June 3, 2020) in the New Jersey Cash Management Fund. There is $4,523.58 in the Lakeland checking account. The Treasurer did not write any checks since the Borough is still paying the bills on the Library’s behalf.

H. Donargo motioned and N. Moody seconded the motion to approve the Treasurer’s report. The Board held a roll call vote and the report was approved unanimously.

The Board reviewed the bills to pay. B. Karpowich motioned and H. Donargo seconded the motion to pay the bills as shared via email by the Director. The Board held a roll call vote and the motion was approved unanimously.

**Old Business**

**Voluntary Furlough**
The Director reported that only one staff member was interested in taking a voluntary furlough. The Director was advised by Civil Service that he would need to wait thirty days after asking who was interested in a voluntary furlough before a person could take the furlough. With reports of the libraries reopening soon, the Director did not think it worthwhile to offer the furlough option to one person.

**New Business**

**Library Re-Opening Plan**
The Director had shared the re-opening plan with the Board. A long discussion followed. Among the items discussed were:
• How to allow patrons to enter and leave the Library. The Mayor suggested having patrons leave and enter via the door to the Library. Tape will be placed down the middle of the floor in the lobby so that one way can be designated for entering the Library and the other way for leaving it.

• The Board was fine with the Director asking an outside company to come and service the HVAC and set it up properly.

• As per state policy, patrons will have to wear masks when entering the Library. The Board was fine with requiring patrons to use hand sanitizer when entering the Library. Repeat offenders will not be allowed into the Library.

The plan mentioned that the Board had voted and approved the process. M. Hanisch motioned for the Board to approve this process as mentioned in the plan. H. Donargo seconded the motion. The Board voted on the motion and unanimously.

Public Comments
There were no public 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 6:48 p.m.

Respectfully submitted,

Luis Rodriguez