

## **The Butler Public Library Board of Trustees Minutes January 7, 2021 Meeting**

**Meeting called to order:** at 6:05 p.m. by Camille Piccirillo

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

### **Roll Call:**

Present: Helene Donargo, Maryanne Hanisch, Becky Karpowich, Ryan Martinez, Nancy Moody, Camille Piccirillo, and Luis Rodriguez.

Excused: Suzanne Greco

[B. Karpowich said that her husband, who is on the Board of Education, will talk to the Superintendent to see if her husband can represent the Superintendent when Suzanne Greco cannot make a meeting.]

### **Re-Organization**

#### **Nomination of President and Treasurer for 2021**

No one volunteered to be nominated. M. Hanisch nominated Camille Piccirillo as President. B. Karpowich nominated Maryanne Hanisch as Treasurer. Both accepted the nominations. N. Moody moved to put forward one unanimous ballot nominating C. Piccirillo as President and M. Hanisch as Treasurer. H. Donargo seconded the motion. A roll call vote was held and the nominations passed unanimously.

The Board thanked the officers for their willingness to serve as officers for another year.

The Director asked if any terms had expired. N. Moody had a list and noted that B. Karpowich's term has expired. The Mayor asked that the President send him an email so he can send it to Mary O'Keefe, the Borough Clerk, to put on the Council agenda his recommendation that B. Karpowich serve on the Library Board for another five years. The Board voted to allow Becky to participate in this meeting.

There was a question if only new members took the Oath of Office or if the entire Board took the oath of office. The Board decided to have all members read and attest to the Oath. The President read the oath and all the members said "I do" when she finished.

### **Minutes:**

The Board reviewed the draft of the December 2020 meeting minutes.

M. Hanisch motioned to accept the minutes as submitted. H. Donargo seconded the motion. The Board unanimously approved the motion of accepting the minutes as submitted.

**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 discussed the Toy Drive in which many organizations participated, including the Library. Paul Baustante, who was one of the main organizers of the Drive may come to the February meeting to thank the Library and the Board for participating in the Drive. The Director noted how he thinks the volunteerism in Butler is something that makes it a special community.

The Director mentioned the list of the announcements which will be made in the beginning of the year.

The Director asked the Board to let middle school students know about the Mouse do-it-yourself projects on the create.mouse platform. The Library will put on its Facebook site images of what the students have created.

B. Karpowich mentioned that she thinks middle school students would really enjoy doing an American Sign Language program.

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

**Treasurer's Report**

The Treasurer gave the following report. She had also emailed the report to the Board before the meeting:

The Library's balances are as follows:

Lakeland Checking = \$58,658.34 Interest rate 0.20%

NJCMF = \$9,897.87 Interest 0.12% (up from 0.11%)

These payments were made on Dec 10, 2020:

\$25.41 [Petty Cash]

\$90,103.89 [Borough payment, which includes the annual \$47,500 Reimbursement for municipal services]

The Treasurer mentioned the new bills to pay and the petty cash fund reimbursement check. The personnel costs are for 2020 charges and the other amount is for 2021 expenses the Borough made on the Library's behalf. The Library has to reimburse the Borough \$1,729.07 for bills paid in 2021. The Library owes the Borough \$18,160.84 for the payroll expenses it incurred in December 2020. The petty cash fund reimbursement amount is \$62.45

The Treasurer said we have enough money to pay the bills in the Lakeland Bank account.

#### Approval of Bills to Pay

N. Moody motioned and H. Donargo seconded the motion to pay the bills listed above. A roll call was held and the motion passed unanimously.

#### Treasurer's Report

B. Karpowich motioned and H. Donargo seconded the motion to approve the Treasurer's report. The motion passed unanimously.

#### **Old Business**

No old business.

#### **New Business**

##### Board Meetings Dates

The Board approved meeting the first Thursday of each month at 6 pm except for the month of August, when there will be no meeting.

##### Tile in Front of Entrance

The Director asked if he could ask the Friends group to fund replacing the carpet in the entrance to the Library with tile. The Director wondered if the lip where the tile and the existing carpet met could be a tripping hazard. The sense of the Board was that this was not the case. N. Moody said that a runner should be purchased to prevent slipping on the tile when it is wet. The Director said that another option would be to put the runner right outside of the entrance to the Library. The President suggested asking someone in the Borough for advice. The Board thought that replacing the carpeting was a good idea, if the Friends were paying for the work.

### Automatic Thermostat

The Director asked the Board if he could ask the Friends group to pay for the installation of a programmable thermostat to allow the Library to run the fan function automatically. On occasion, Library staff forgot to turn off the fan at closing. The Board thought this a good idea.

### Working with the Museum on a 120<sup>th</sup> Anniversary Program

March 13, 2021 will be the 120<sup>th</sup> anniversary of Butler being chartered. The Director asked for suggestions for celebrating the 120th anniversary during that week on Butler history. M. Hanisch said she could come up with suggestions and remembers what was done for the 100th anniversary. She suggested doing this in the summer when something could be done outside. The Director liked that suggestion. He said he will mention this to Paul Baustante from the Museum.

The Mayor discussed the book drive which will occur in February at the Library. It for children in pre-K to middle school (5th grade). The event is open to children outside of Butler as well.

### Public Comments

There were no public comments.

### Adjournment

M. Hanisch motioned to adjourn the meeting. N. Moody seconded the motion. The Board voted to adjourn the meeting. The meeting adjourned at 6:53 p.m.

Respectfully submitted,

Luis Rodriguez