The Butler Public Library Board of Trustees Minutes  
September 2, 2021 Meeting

Meeting called to order: at 6:09 p.m. by Maryanne Hanisch.  
The required posting was made in compliance with the Open Public Meetings Act

Roll Call:  
Present: Nadia Cartelli, Helene Donargo, Maryanne Hanisch, Becky Karpowich, Jason Karpowich, and Luis Rodriguez.

Excused:  
Ryan Martinez and Camille Piccirillo

Agenda:  
M. Hanisch asked if members had any other items for the agenda. N. Cartelli asked how Board members can suggest programs. The Directors said that members can send him suggestions and he encouraged Board members to send suggestions.

Minutes:  
J. Karpowich motioned to accept the minutes as submitted. H. Donargo seconded the motion. The Board unanimously approved the minutes as submitted.

President’s Comments  
None due to the President’s excused absence.

Director’s Report:  
The Director’s report covered the months of July and August. He had sent a written report to the Board before the meeting.

- The Director said that the Library is slowly but surely getting back to pre-COVID times. He said that this past Monday was the first night when traffic was steady. It seems more people are coming to the Library. More patrons are using the public computers. Copying and faxing are not being used as much as they were pre-COVID.

- The Library will start showing movies inside the Library. There is much interest in among patrons for the Last Tuesday of the Night movie series restart. The Director asked the Board to reach out to people who could display their work in the gallery. He
spoke about the display that Rebecca Safi will do an exhibiting using historic maps of Butler as the content of the display.

J. Karpowich motioned to accept the Director’s report. N. Cartelli seconded the motion. The Board approved the report unanimously.

**Treasurer's Report**
The Treasurer emailed part of her report to the Board.

**Bills for July 2021 paid on August 12, 2021:**
- $35,200.92 Borough of Butler
- $278.03 Petty Cash

**Our current balances:**
- Lakeland $44,570.76 0.15% Interest rate
- NJCMF $9,900.29 0.06% Interest rate

We owe the Borough $22,736.90
Petty Cash amount is $116.81
We have enough to pay the bills.

Also said that the Imandt CD will mature on October 16. It is a 13 month CD. She stated that which length (term) of CD is better. We may not need to take out $20K for the 2022 budget. The Director said that this should be clearer in October.

N. Cartelli asked several questions about the budget and if the Library gets many donations. The Library does get donations and will either add to the collection - especially children's books and DVDs in better shape than the one we own - or the donations are sold or given out for free.

She asked about an author program at the library. She wanted to know if the Imandt Fund money could be used for this type of program. The Director said that the money could not be used for this since that would be considered a program. The Director said that doing an author program was possible, depending on the speaker’s fee. One thing that might help with cost is to work with other libraries, with each library picking up the travel and lodging costs for the program.
H. Donargo motioned to approve the Treasurer’s Report and the bills to pay. N. Cartelli seconded the motion. The Board held a roll call vote and the motion was passed unanimously.

**Old Business**
None

**New Business**

**Audit**
The 2020 audit was shared with the Board before the meeting. The Director said that the recommendations in this year’s audit are almost the same as they are every year. The one new recommendation was to monitor expenditures better. The Director said that recommendation could be due to not transferring money from an account with a surplus to one with a negative balance so that no account is in the negative. This should be done at the first meeting of the next year.

In case a Board member gets a question about the tax revenues the Library received, the Director said that the amount of tax revenues the Library received in 2008, based on his memory, was the same as what the library is getting this year.

J. Karpowich motioned to accept the audit. H. Donargo seconded the motion. The motion passed unanimously.

**Access Navigator Grant**
The Director discussed a grant for which he is applying.

**Budget Review**
The Director sent out a budget review to the Board. He said that the Library may have a revenue surplus of more than $20,000, because of savings in personnel expenditures. The surplus calculation includes the Library hire some pages and a part-time night person. He wanted to hire a part-time person so that the Library can open more evenings. The pages will help with the increase in book returns. The Board was fine with the hires.

N. Cartelli had a question on who was responsible for the dumpsters outside the Library. She said they looked terrible. The Director explained what the Borough Administrator told him of the problems with adding fencing or moving the dumpsters to the area where the donation boxes are located. M. Hanisch suggested moving the dumpsters to somewhere else. The Director suggested speaking to the Mayor about this.
**Public Comments**
There were no public comments.

**Adjournment**
N. Cartelli motioned to adjourn the meeting. J. Karpowich seconded the motion. The Board voted to adjourn the meeting. The meeting adjourned at 6:51 p.m.

Respectfully submitted,

Luis Rodriguez