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

Meeting called to order: at 6:03 p.m. by Camille Picirillo. The required posting was made in compliance with the Open Public Meetings Act

Roll Call:
Present: Nadia Cartelli, Maryanne Hanisch, Ryan Martinez, Camille Picirillo, and Luis Rodriguez.

Excused:
Helene Donargo, Becky Karpowich, and Jason Karpowich

President’s Comments
The President mentioned that she would like to do some in-person meetings in the new year. She understands concerns about COVID but would like to do live meetings because she thinks the Board is more productive when meeting face-to-face.

Minutes:
M. Hanisch motioned to accept the minutes as submitted. N. Cartelli seconded the motion. The Board unanimously approved the minutes as submitted.

Director’s Report:
The Director sent a written report to the Board via email prior to the meeting. He highlighted some of what he sent the Board:

- The Director said that attendance at programs is good. He said that the digital projects program for middle school students went very well. Emilia Szczepaniak will do a new program in mid-March to May. The Director said that Board members should consider recommending the upcoming program to middle school students or their parents. Emilia Szczepaniak had two engineers speak to the students in the fall program. She plans to have three speak at the program in the spring.

- The Library is now open Monday to Thursday to 7:50. The Library cannot be to open later on Fridays because of shortage in staffing on Fridays. The President asked if there was much activity on Fridays. The Director said there is some activity but not a lot. The Library is also open on Saturdays.

- The Director asked the Board if it was a good idea to reach out to the school district to use Northstar to assess and improve students’ digital literacy. M. Hanisch thought it a good product and she was going to look into it herself. The President also said that
M. Hanisch 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.

The following bills were paid on November 9, 2021:
- Check #1520 $25,656.00 Borough of Butler
- 1521 $63.93 Petty Cash
- 1522 $35.00 Morris County Library
  (#1522 was a payment for a damaged book; our patron paid us, and we then paid Morris County.)

We received a deposit from the Borough: $88,384.50

Current balances -
- Lakeland $157,068.30 0.15% interest rate (unchanged)
- NJCMF $9,901.18 0.06% (unchanged)

M. Hanisch 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
Budget Status
The Director had emailed information on the status of the 2021 budget prior to the meeting. He said that it looks like the Library is going to be able to save money in the projected personnel expenditures. We did not replace people who left during the summer to save money in the personnel accounts. We are also under-spending in other accounts and we are getting more revenue than projected.

New Business
MAIN Annual Membership Agreement
The agreement to continue with MAIN contains this section: "The Secretary of the Library’s governing body and the Library Director has signed below confirming the above resolutions were approved at a properly held meeting of the Library Board of Trustees (or appropriate governing body) held on." The Director asked that this item be placed on the agenda so that the
Board could affirm the resolution. However, after further consideration, the Director realized that this item did not need to be handled immediately.

**Ogden Book Collection**
The Director asked the Board permission to sell the books in the Ogden collection. The Ogden Collection is a collection of pre-1900 children's books. It was donated to the Library by a former director. The books had been in the Library's storage closet for years. The Director gave the books to the Butler Museum, but they returned the books to the Library. The Director would like to contact used book dealers and sell the books to one of them.

R. Martinez motioned to sell the books. M. Hanisch seconded the motion. The Board unanimously approved the motion.

**Closing at 3 p.m. on New Year's Eve**
The Board has approved closing at 5 pm on Friday, Dec. 31 - New Year's Eve. The Director asked if the Library could close at 3 pm instead.

R. Martinez motioned to close the Library at 3 p.m. on New Year’s Eve. N. Cartelli seconded the motion. The Board unanimously approved the motion.

**Free Book Give-Away Drive in February**
R. Martinez said he would like the Library to do a free book give-away in February 2022. The Director was in support of this and asked that to discuss details at a later time.

**Craft Projects using Paperback Books**
The Director showed some craft projects (a hedgehog and a Christmas tree) that staff had made. He encouraged the Board to let patrons know that staff can provide instructions on these two projects.

**Staff Party**
The President asked about the staff party. It will be on Dec. 16 and held in the Library. The Friends will cover the cost of getting the food from Taste of Reality.

**The New Playground Across from the Library**
The Director mentioned some things he would like to do in the new playground. The Mayor was not sure if the gazebo would be large enough for them.
Public Comments
There were no public comments.

Adjournment
M. Hanisch motioned to adjourn the meeting. N. Cartelli seconded the motion. The Board voted to adjourn the meeting. The meeting adjourned at 6:31 p.m.

Respectfully submitted,

Luis Rodriguez