

The Butler Public Library Board of Trustees Minutes March 3, 2022

Meeting called to order: at 6:20 p.m. by Camille Piccirillo.

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

Roll Call:

Present: Nadia Cartelli, Helene Donargo, Maryanne Hanisch, Ryan Martinez, and Luis Rodriguez (Library Director, ex-officio).

Excused: Becky and Jason Karpowich

President's Comments

No comments.

Minutes:

N. Cartelli motioned and H. Donargo seconded the motion to approve the minutes as submitted. The Board voted unanimously to approve the motion.

Director's Report:

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

- The Library is doing well. It has a lot of programming going on.
- The Library is going to host a drum circle with the \$1,000 donated by Robert Corman.
- The Library is hosting a mindfulness program in April.
- Makers' Day is happening on Saturday, March 25. The Library will have all sorts of making events for children and adults.
- The Book Drive is in March 19. We are getting 600 - 700 from Bridge of Books and B. Karpowich brought over books from the middle school.
- Emilia Szczepaniak is doing the "Dive into Engineering" program again.
- The Kinnelon Stop and Shop is offering the Community Bag program on behalf of the Butler Library.
- Kristen Talbot put together a making blankets program with Blythe Bedell. The event was very well received on Facebook.

M. Hanisch motioned and N. Cartelli seconded the motion to accept the Director's report. The Board unanimously accepted the report.

Treasurer's Report

The Treasurer and Director had emailed Board members information on the checking accounts and bills to pay.

The Treasurer's Report for March 3, 2022 follows:

Bills paid on Feb. 8, 2022

Check #1527 \$20,353.80 Borough of Butler

#1528 \$150.00 Petty Cash 1

#1529 \$85.82 Petty Cash 2

Balances (March 1, 2022) Interest Rate

Lakeland \$43,913.06 0.15% (unchanged)

(Lakeland Bank Interest Income for 2021 = \$446.95)

NJCMF \$9,902.76 0.19% (+0.10) Nice to see the increase!

There will be a deposit from the borough this month.

Bills to Pay

The Library owes the Borough \$25,901.08.

The petty cash amount is \$153.58.

The Board reviewed the bills to be paid. H. Donargo motioned and N. Cartelli seconded the motion to approve the Treasurer's report and the payment of the bills. The President conducted a roll call and all voted yes on the motion.

Old Business

No old business

New Business

Extra Allocation from the Borough

The Director was informed by Jim Kozimor that the Butler Borough Council had voted to not give the Library an extra \$10,000, in addition to the mill rate monies the Borough collects on the Library's behalf. The Council thought the Library, if it needs additional funds, should use the money in the Imandt Fund.

The President said that the Library is doing well and is using the Imandt Fund. She said that the Library has to spend wisely. The Director said that he factored into his proposed 2022 budget the cost of living raises and the bonuses to staff. He also said that he thinks the mill rate

amount, which increased a lot in 2022, should also increase in 2023, because of the property tax re-assessments the Borough conducted in 2021.

M. Hanisch thought that with the increase, the Library should be alright. She also reminded the Board that the Imandt Fund CD matures in July, in case the Library needs to use some of the principal.

2022 Personnel Expenditures Status

The Director estimates an average expenditure in personnel related costs per pay period. At this point, at the end of February, the Library has spent \$4,000 less than projected.

3% Raise (Retroactive to the beginning of 2022) for Jennifer Caputo

The Director proposed that Jennifer Caputo be given a 3% raise, retroactive to the beginning of the year. The reason for this is that with the increase in the minimum wage, she is now being paid at the same hourly amount as staff recently hired.

The President asked if Jennifer would get another increase in May. The Director said she would not.

M. Hanisch motioned and H. Donargo seconded the motion to approve the raise. The Board unanimously approved the motion.

Announcement from President

The President told the Board that her work obligations have increased and that with her husband on the Council, she is concerned about conflicts of interest. She wanted to give the Board a "heads-up" in case she has to resign from the Board.

Public Comments

No comments.

Adjournment

N. Cartelli motioned, and H. Donargo seconded the motion to adjourn. The Board approved adjourning the meeting.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Luis Rodriguez