

## **The Butler Public Library Board of Trustees Minutes April 7, 2022**

**Meeting called to order:** at 6:07 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).

**President's Comments**

The President spoke about the training requirement from the New Jersey State Library. This is what the New Jersey State Library Manual for Trustees says on training: "As noted in the Per Capita State Aid section of this manual, in order to earn future State Aid, library boards will have to attend mandatory training at seven (7) hours per year per library board."

The President also said that she found out that one comment she received was that the Library's budget was showing "overage." To receive funding, it should reflect a zero. The Director noted that with the \$10,000 from the Borough and the \$20,000 from the Imandt Fund, the Library would have been operating in the "red."

The President also said that the Library should let the Borough know of any capital improvement needs in time for the Borough to act on it, if money is available.

**Minutes:**

M. Hanisch 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:

- It looks like more and more patrons are coming to the Library.
- The Book Drive went really well. People seemed to have really enjoyed it and a lot of books were given away.
- The program on the medium on June 30 will very likely "sell out."
- The Health Department is hosting a "Take Control of Your Health" program that is getting good attendance.
- 11 or 12 people attended the first mindfulness meeting.

- Girl Scouts are meeting in the Library and a lot of scouts are attending.
- Traditionally, the Library would give out small prizes for the Summer Reading Program. This year, Arlene Walk reached out to Ferrati's and Dairy Queen and each is helping the program. We are paying Ferrati's \$100 and they will give us 150 coupons, good for one free slice of pizza. Similarly, we are paying the Dairy Queen \$100 and they are giving us more than 150 coupons good for an ice cream treat.
- The Library is working with the ADS Culture Climate Committee to create a dedicated time and space in the Library where autistic children can meet and play.
- The Library is trying to offer ESL classes on Wednesdays - conversation classes during the day and a basic adult ESL program in the evening. According to Heather Bethancourt, the ESL teacher in the middle school, there has been many non-English speaking families moving into the District.

J. Karpowich motioned and M. Hanisch 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 April 2022 follows:

Check # 1530 \$25,901.08 Borough of Butler

#1531 \$153.58 Petty Cash

- Deposit from Borough: \$92,266.18

- Interest income from Lakeland for 2021: \$446.95

Current Balances:

Lakeland \$111,515.47 0.15% Interest rate (unchanged)

NJCMF \$9,904.90 0.34% (+0.15)

### **Bills to Pay**

The Director that he did not have the information he normally provides the Board on bills to pay because Jim Kozimor has been out. The Director sent other documents to try to replicate the bills to pay information. The Director asked the Board if it could approve the bills to pay based on what he had sent so that the checks could be sent out tomorrow (\$5,113.50). This would avoid any late fees. Once he gets the information from Jim Kozimor, he would share it with the President and Treasurer so a check can be written to reimburse the Borough.

The President asked for a motion to approve the Treasurer's report. H. Donargo made the motion and N. Cartelli seconded the motion.

The President then asked for a motion to approve the Director's request. H. Donargo made the motion and N. Cartelli seconded the motion. The President did a roll call and the motion was approved.

### **Old Business**

#### MAIN Agreement

The Executive Director of MAIN asked the Library to sign this year's agreement since all other libraries have signed the agreement. Retroactively changing the existing agreements would be burdensome. The MAIN Board will take up the language of the agreement in the next few months.

B. Karpowich motioned and H. Donargo seconded the motion to sign the agreement.

#### Meeting in Person

The Director asked if the Board would like to start meeting in person. He said that all that would be necessary is for one Board member be in the Library. JK volunteered to be in the Library and the others could attend virtually. The other Board members were fine with this type of meeting.

### **New Business**

No new business.

### **Public Comments**

No comments.

### **Adjournment**

R. Martinez motioned, and J. Karpowich seconded the motion to adjourn. The Board approved adjourning the meeting.

The meeting adjourned at 6:38 p.m.

Respectfully submitted,

Luis Rodriguez