

The Butler Public Library Board of Trustees Minutes May 5, 2022

Meeting called to order: at 6:02 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, Ryan Martinez, and Luis Rodriguez (Library Director, ex-officio).

Excused

Becky Karpowich, Jason Karpowich, and Camille Picirillo

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:

- More people are coming into the Library and also using the public computers in the Library. Computer use has picked up. Attendance at programs is doing very well.
- The Library is having a Cinco de Mayo program tonight. A dietician from Stop and Shop will be showing attendees how to make guacamole and a non-alcoholic drink.
- The Director asked the Board to spread the word on the meeting for Summer Reading program volunteers.
- For the first time, the Library is giving out coupons - from Dairy Queen and Ferrati's – as prizes for the summer reading program.
- There is still space – not much though - for the Medium program on June 30.
- The Library is helping Ms. Baum get books for her students to read for their AP Literature course.
- The planters are almost ready - need to be filled with soil and plants, but three of the four are outside the entrance to the Library.
- Jennifer Caputo, to help people seeking notary service, has completed the paperwork to become a notary public. The Board asked that the service be free for Butler residents.

- The Library is closing from 10 am to noon on May 11 to hold basic first aid and CPR training for staff.

H. Donargo 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 May 2022 follows:

The following bills were paid on April 14, 2022:

- Check #1532 \$34,160.57 Borough of Butler
- #1533 \$150.00 Petty Cash 1
- #1534 \$59.81 Petty Cash 2
- (Petty Cash Total = \$209.81)

Current Balances:

- Lakeland \$78,968.16 0.15% (unchanged)
- NJCMF \$9,907.92 0.57% (+0.23%)

The Treasurer said that the Bank account in good shape and that the interest on NJCMF went up a bit.

Bills to Pay

- The petty cash amount is \$270.10
- The check to the Borough is \$16,590.00

The Director said that the Borough check amount should have been higher but a paycheck was not cut for me in the 4/21/2022 pay period. This made the payroll amount lower than it should have been. (The Director will be paid for the pay period on May 5 – he will be getting two checks on that day instead of the one he would have normally gotten).

The Director discussed some of the things he would like to do if the budget situation keeps improving: new carpeting; opening occasionally on a Sunday (M. Hanisch suggested trying this out during exam period); and hiring someone to do more programming for teens.

The Treasurer (as acting President for this meeting) President asked for a motion to approve the Treasurer's report. R. Martinez made the motion and N. Cartelli seconded the motion. The motion passed unanimously.

The Treasurer then asked for a motion to approve the bills to pay. R. Martinez made the motion and N. Cartelli seconded the motion. The Treasurer did a roll call and the motion was approved.

Old Business

Approval of 2022 Budget

The Director had sent a revised budget from the one he sent in February to account for the loss of the extra \$10K from the Borough. He made some adjustments in revenues and expenditures to account for this. The revised budget has bit more in projected revenues than in projected expenditures.

H. Donargo motioned and N. Cartelli seconded the motion to approve the budget as most recently submitted. The Board unanimously approved the motion.

New Business

3% Raise for Margaret Assante, Lisa Masino and Arlene Walk

The Director asked for a 3% increase for the staff mentioned above. This would be consistent with what the Borough employees are getting this year. The other staff have recently gotten raises to their hourly pay. The raises would come into effect in this first pay period in May.

H. Donargo motioned and N. Cartelli seconded the motion to approve the raises. The Board unanimously approved the motion.

N. Cartelli's Suggestions for Summer Reading Kick-Off

She suggested an ice cream truck and having a police car and fire truck at the Summer Reading kick-off event for June 30. The Board thought these were good suggestions. The Director will see if he can find an affordable ice cream truck.

Non-Business Discussion

The Director asked the Board about the trail near Stony Brook. He had read an article in a preserve and a very pretty trail in Butler. A discussion of the trail ensued.

Public Comments

No comments.

Adjournment

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

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Luis Rodriguez