

## **The Butler Public Library Board of Trustees Minutes March 6<sup>th</sup>, 2025**

**Meeting called to order:** at 7:09PM by Camille Piccirillo

The required posting was made in compliance with the Open Public Meeting's Act.

**Roll Call:**

Present: Maryanne Hanisch, Helene Donargo, Louis Coiro, Janet Kern, Camille Piccirillo, Ryan Martinez

**Excused:**

**Unexcused:** Jason Karpowich

**Library Staff Attendance:** Jenn Caputo

**Public Attendance:** none

**President's Comments:**

- Camille Piccirillo reminded the Trustees to get their 7 hours of Trustee training completed ASAP.
- Trustees reviewed the minutes from February.

**Minutes:** Maryanne Hanisch motioned and Helene Donargo seconded the motion to approve the February 6<sup>th</sup>, 2025 minutes as submitted. The Board voted unanimously to approve the motion.

**Director's Report:**

- Children's program attendance is good.
  - The build a city with Duplos project was held this past month. The kids got 10 pieces of Duplo and added them to the city on the table. Each child that added to the city was entered to win 2 tickets to a show at the Growing Stage theater in Newtown.
  - An American Girl doll show will take place in the courtroom this month. This program will be paid for the Friends of the Library. The girls are invited to bring their dolls to the performance. As of now, we have about 20 kids signed up.
  - So many volunteers have come to the library for their community service hours for NJHS and NHS. The students have been encouraged to attend the Summer Reading volunteer meeting on Monday June 2<sup>nd</sup> at 6PM and to sign up for volunteer hours for this summer.

- These programs are in addition to the two weekly storytime classes, 1000 books before kindergarten, the ShopRite dietician two-bite-club class. Please check the website for sign ups!
- Adult program's attendance for programs good
  - Crocheting class is going strong. The group is making a scarf. They meet twice a month to work together.
  - With the warmer weather hopefully coming up there are a series of zoom programs to prepare your space for gardening. Check the website under Adult Programs to sign up.
  - Tuesday afternoon movies are becoming more popular at the library. This past month we showed Coup! The group really liked the movie.
  - Those programs are in addition to two book clubs, canasta, ESL classes, Friday night movie & Tuesday afternoon movie. Please check the website for the updated calendar!
- At the last Wendy's fundraiser held on Tuesday February 18<sup>th</sup>, the library earned \$490.95. That's just amazing! We'll be having another Wendy's night on Wednesday, March 19<sup>th</sup>. Please go to Wendy's between 5PM – 8PM to support the library.
- The next Board meeting is on Thursday, April 3<sup>rd</sup> at 7PM.

Maryanne Hansich motioned and Janet Kern seconded the motion to approve the Director's Report as submitted. The Board voted unanimously to approve the motion.

### **Treasurer's Report**

Treasurer emailed the Treasurer's Report ahead of the meeting to all Board Members.

#### **Balances:**

- The Provident Account is at \$113,391.34
- The NJCMF is at \$11,197.29 4.32% interest rate (-0.02%)

The Board reviewed the Treasurer's Report. Helene Donargo motioned and Louis Coiro seconded the motion to approve the Treasurer's report. Camille Piccirillo conducted a roll call on the motion to approve the Treasurer's Report and all voted yes on the motion.

### **Bills to Pay**

- Petty Cash Reimbursement: \$219.50
- Borough: \$23,456.61
- Check to Friends: \$184.00
- Borough (asbestos abatement): \$2,000.00

Camille Piccirillo conducted a roll call on the motion to approve the Bills to Pay. All board members voted yes on the motion

### **Old Business**

- The proposed 2025 budget was presented. Maryanne Hansich questioned the fund balance allocation. It was explained that the balance was from the Provident account and it's held for the retirement fund and the capital funds to make improvements to the library. Helene Donargo motioned and Janet Kern seconded the motion to approve the 2025 budget.
- The borough employees received a 4% raise in January. The 5 library employees (Margaret, Arlene, Jenn, Lisa, and Karalyn) would like to receive the same retroactive pay. Maryanne Hansich motioned and Louis Coiro seconded the motion to the 4% pay raise.
- Maryanne Hanisch conducted a roll call on the motions to approve the old business and all voted yes on the motions.

### **New Business**

- The third of the mil payment from the Borough was questioned. Paperwork was submitted on Monday March 3<sup>rd</sup> to the Borough for the payment.
- Deposited Cash Box and Coin Box revenues on 3/4/25
  - i. Circulation Cash Box: \$366.23
  - ii. Coin Box: \$29.71
  - iii. Stop and Shop community bag program: \$184.00
- Borough Payments:
  - i. Borough payment check #1621:  
\$23,351.19 given to Melissa Berger on 2/10/25
  - ii. Asbestos payment check #1623:  
\$2,000.00 given to Melissa Berger on 2/10/25

### **Public Comments**

#### **Adjournment:**

Camille Piccirillo asked for a motion to adjourn the meeting. Ryan Martinez motioned and Helene Donargo seconded the motion to adjourn the meeting. The Board approved adjourning the meeting.

The meeting adjourned at 7:21PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)