

## **The Butler Public Library Board of Trustees Minutes**

### **June 5<sup>th</sup>, 2025**

**Meeting called to order:** at 7:01PM by Janet Kern.

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

**Roll Call:**

Present: Maryanne Hanisch, Helene Donargo, Janet Kern, Tori Karpinecz, Ryan Martinez

**Excused:** none

**Unexcused:** Lois Coiro

**Library Staff Attendance:** Jenn Caputo

**Public Attendance:** Kim Levendusky, Jan Courtney

**President's Comments:**

- Trustees reviewed the minutes from May.

**Minutes:** Maryanne Hansich motioned and Helene Donargo seconded the motion to approve the May 8<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 local Girl Scout troop helped to plant flowers in the front flower boxes on Saturday May 10<sup>th</sup>. The flowers were purchased using the funds from the Wendy's fundraiser night.
  - The special needs class from ADS visited the library on May 12<sup>th</sup>. The 4 kids and about 10 adults toured the library, completed a sticker sheet and went home with a free easy reader book.
  - There was a meeting on June 2<sup>nd</sup> for summer volunteers. About 20 kids registered to volunteer at the summer reading table.
  - Summer reading kick off is Thursday June 26<sup>th</sup>. The sign-ups begin at 11AM. We'll have student volunteers and staff on hand to register the kids. The petting zoo and ice cream will be outside courtesy of the Friends.
  - These programs are in addition to the two weekly storytime classes, 1000 books before kindergarten, family movie night. Please check the website for sign ups!
- Adult program's attendance for programs good

- Adults had the very popular nutrition class this week. The group of 11 made avocado strawberry salsa. Please check the website for future classes.
- Those programs are in addition to two book clubs, canasta, ESL classes (which will take a break over the summer), Friday night movie & Tuesday afternoon movie. Please check the website for the updated calendar!
- Our next fundraiser will be at Applebee's on July 1<sup>st</sup> from 11AM – 9PM. Be sure to present the flyer available at the desk. The library will earn 10% of the sales.
- The next Board meeting will be on Thursday, July 3<sup>rd</sup> at 7PM.

Helene Donargo motioned and Maryanne Hanisch 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 \$267,352.78
- The NJCMF is at \$11,316.34 4.24% interest rate (-0.06%)

The Board reviewed the Treasurer's Report. Helene Donargo motioned and Maryanne Hansich seconded the motion to approve the Treasurer's report. Janet Kern conducted a roll call on the motion to approve the Treasurer's Report and Maryanne Hanisch, Helene Donargo, and Tori Karpinecz voted yes on the motion. Ryan Martinez abstained from voting.

### **Bills to Pay**

- Petty Cash Reimbursement: \$116.13
- Borough: \$37,980.92
- Check to Friends: \$465.90 (Wendy's fundraiser 5/14/25)
- Borough (asbestos abatement): \$2,000.00

Janet Kern conducted a roll call on the motion to approve the Bills to Pay. Maryanne Hanisch, Janet Kern, Helene Donargo, and Tori Karpinecz voted yes on the motion.

### **Old Business**

### **New Business**

- Janet Kern has decided to step up to be the Board President. Ryan Martinez approved the position. Ryan Martinez also introduced Tori Karpinecz as a new Trustee. Ryan Martinez is checking on the available slots for more trustees to join.

- Cashed Petty Cash check #1633 Provident Bank on 4/7/25 for \$148.45
- Deposited Cash Box and Coin Box revenues on 6/3/25
  - i. Circulation Cash Box: \$331.40
  - ii. Coin Box: \$30.25
- Borough Payments:
  - i. Borough payment check #1636:  
\$27,676.62 given to Melissa Berger on  
5/20/25
  - ii. Asbestos payment check #1637:  
\$2,000.00 given to Melissa Berger on  
5/20/25

### **Public Comments**

### **Adjournment:**

Janet Kern asked for a motion to adjourn the meeting. Maryanne Hanisch motioned and Helene Donargo seconded the motion to adjourn the meeting. The Board approved adjourning the meeting.

The meeting adjourned at 7:18PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)