

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

### **July 3<sup>rd</sup>, 2025**

**Meeting called to order:** at 7:02PM 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,

**Excused:** Ryan Martinez

**Unexcused:** Louis Coiro

**Library Staff Attendance:** Jenn Caputo

**Public Attendance:** Jan Courtney

**President's Comments:**

- Trustees reviewed the minutes from June.

**Minutes:** Maryanne Hanisch motioned and Helene Donargo seconded the motion to approve the June 5<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 kick-off to summer reading was a huge success! Almost 100 kids visited the animals, ate the ice cream, and signed up for the program. Thank you to the Friends of the Butler Public Library for purchasing the petting zoo and ice cream truck.
  - The Gift-A-Book program is going well. Individuals can purchase books that cost about \$13-\$14 from the back table to donate to the library. Please consider helping!!
  - Summer reading volunteers signed up for 2 hour windows to sit at the table and register the kids for summer reading. There are currently about 20 students that need hours for confirmation, NJHS, NHS, colleges or the academy.
  - Craft programs are going well. Another full room of kids made the moon lamp and another group made containers for air plants. Check the website for additional children's programs.

- 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
  - Diamond dot crafts are back! The group of adults made a diamond dot butterfly for their garden.
  - Chair yoga has ended for this session. We're taking a short break but we're bringing it back this summer.
  - 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 Dairy Queen on August 6<sup>th</sup> from 11AM – 10PM. Please be sure to put the receipts in the bowl at Dairy Queen for your contribution to count.
- The next Board meeting will be on Thursday, September 4<sup>th</sup> at 7PM.

Maryanne Hanisch motioned and Helene Donargo 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 \$225,513.59
- The NJCMF is at \$11,353.13 4.30% interest rate (+0.06%)
- The Imandt Fund CD was renewed:
  - Opened in May 2024 with a balance of \$140,428.84
  - Renewed June 16, 2025
  - New balance of \$148,096.33; 3.920% interest rate, APY 4.00%
  - Term of 13 months
  - Matures July 16, 2026

The Board reviewed the Treasurer's Report. Maryanne Hanisch motioned and Helene Donargo 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.

### **Bills to Pay**

- Petty Cash Reimbursement: \$92.95
- Borough: \$23,133.57
- 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**

- Since Camille's and Luis's step down, we have been trying to get their names off the bank accounts and Jenn's and Janet's onto the account. We will all need to sign a letter stating that Janet and Jenn will take over as signers. All other material has been collected.
- Cashed Petty Cash check #1639 Provident Bank on 6/9/25 for \$116.13
- Deposited Cash Box and Coin Box revenues on 6/3/25
  - i. Circulation Cash Box: \$444.91
  - ii. Coin Box: \$25.25
- Borough Payments:
  - i. Borough payment check #1640:  
\$37,980.92 given to Melissa Berger on  
6/9/25
  - ii. Asbestos payment check #1641:  
\$2,000.00 given to Melissa Berger on  
6/9/25

### **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 7:15PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)