

The Butler Public Library Board of Trustees Minutes October 2nd, 2025

Meeting called to order: at 6:02PM by Janet Kern.

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

Roll Call:

Present: Janet Kern, Ryan Martinez, Helene Donargo, and Tori Karpinecz

Excused: Maryanne Hanisch

Unexcused: Lois Coiro

Library Staff Attendance: Jenn Caputo

Public Attendance:

President's Comments:

- Trustees reviewed the minutes from September.

Minutes: Helene Donargo motioned and Tori Karpinecz seconded the motion to approve the September 4th, 2025 minutes as submitted. The Board voted unanimously to approve the motion.

Director's Report:

- Children's/attendance good
 - Diary of a Wimpy Kid Scavenger Hunt went well. The kids had to count Diary of a Wimpy Kid covers hidden around the library. The random winner won two tickets to the Diary of a Wimpy Kid theater show at the Growing Stage theater in Netcong.
 - Craft programs are going well. There was a group of eighteen kids decorating pumpkins last week with an additional group in the Storytime class this week.
 - Back to School bingo was a success this past month. Check the website for upcoming events.
- Adults/attendance good
 - Online trivia contest is going well. We've doubled the amount of entries in the past few months.
 - ESL classes will begin in late October. No sign up are needed.

- Chair yoga classes end in mid-October. We're going to take a break for the holiday season. Check the website in mid-December for the next sessions in 2026.
- Crochet class is back. Classes are Tuesday afternoon or Wednesday evening.
- The library parking lot is getting milled on Monday 10/6 and paved on Friday 10/10. It was requested and approved that the library will close on Friday 10/10.
- Our next Board meeting is on Thursday, November 6th at 6PM.

Helene Donargo motioned and Tori Karpinecz seconded the motion to approve the Director's Report as submitted. The Board voted unanimously to approve the motion.

Treasurer's Report

Treasurer's Report for October 2nd, 2025

Bills paid:

Check #1652 Jennifer Caputo – petty cash	\$207.90	(9/15/25)
1653 Borough of Butler	\$24,470.78	(9/8/25)
1657 Borough for Asbestos Abatement	\$2,000.00	(9/8/25)

Balances

Provident Bank

NJCMF

Maryanne Hanisch is out of the country so the bank statements were not updated prior to the meeting. Once the balances are obtained, the information will be passed along to the board.

The Board reviewed the Treasurer's Report. Helene Donargo motioned and Tori Karpinecz 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 all members voted yes on the motion.

Bills to Pay:

- Petty Cash Reimbursement \$89.38

- Borough: \$24,058.86
- Asbestos Abatement: \$2000.00

Janet Kern conducted a roll call on the motion to approve the bills to pay. All board members voted yes on the motion.

Old Business

New Business

- Janet Kern, Maryanne Hanisch, and Jennifer Caputo went to Provident Bank and successfully became the new signors on the bank account. Camille Piccirillo and Luis Rodriguez were removed as signors from the account.
- Petty cash reimbursement \$207.90
- Deposited Cash Box and Coin Box revenues:
 - i. Circulation Cash Box: \$665.55
 - ii. Coin Box: \$100.15

Public Comments

Adjournment:

Janet Kern asked for a motion to adjourn the meeting. Helene Donargo motioned and Tori Karpinecz the motion to adjourn the meeting. The Board approved adjourning the meeting.

The meeting adjourned at 6:10PM.

Respectfully submitted,

Jenn Caputo