

## **The Butler Public Library Board of Trustees Minutes December 4<sup>th</sup>, 2025**

**Meeting called to order:** at 6:10PM by Janet Kern.

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

**Roll Call:**

Present: Janet Kern, Maryanne Hansich, Tori Karpinecz

**Excused:**

**Unexcused:** Louis Coiro, Helene Donargo, Ryan Martinez

**Library Staff Attendance:** Jenn Caputo

**Public Attendance:**

**President's Comments:**

- Trustees reviewed the minutes from November.

**Minutes:** Tori Karpinecz motioned and Maryanne Hansich seconded the motion to approve the November 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.
  - Pop up and celebrate bought two Holiday backdrops for patrons to take pictures with. The backdrops were set up in the Large Print Room the week before Thanksgiving. Patrons were able to take their holiday pictures and leave a small donation. Over 40 patrons came to take their pics.
  - The library showed the Charlie Brown Holiday specials while the schools were closed in early November. The kids watched the movies and were able to complete the provided crafts. The program ran all day and was well attended.
  - Check the library website for upcoming events, including Santa visiting the library on December 2<sup>nd</sup> with the BHS band playing, Toys for Tots donations & many other craft programs.
- Adult program's attendance for programs good
  - Tuesday afternoon movies are going well. This past month we showed Bridget Jones and next month's selection is the Holiday.
  - Diamond dots programs continue to be well attended. The program is run every other month. Check the website for up to date information.

- In addition, there are also book clubs, Canasta, Nutrition classes, and adult crafts. Check the website!
- The next Board meeting will be on Thursday, January 8<sup>th</sup> at 6PM.

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

### **Treasurer's Report**

#### **Balances:**

- The Provident Account is at \$318,686.92
- NJCMF \$11,552.48 Interest Rate 3.92% (-0.12%)

The Board reviewed the Treasurer's Report. Maryanne Hansich 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 Helene Donargo (via email), Maryanne Hanisch, Louis Coiro (via email), and Tori Karpinecz voted yes on the motion.

### **Bills to Pay**

- Petty Cash Reimbursement: \$91.06
- Borough: \$25,964.56
- 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 (via email), Louis Coiro (via email) and Tori Karpinecz voted yes on the motion.

### **Old Business**

### **New Business**

- The 2026 Butler Library budget was distributed for approval.
- New flooring will be installed in the children's room during the week of 12/15. Thank to the DPW for moving all the cabinets and furniture out and moving it all back in after installation.
- Cashed Petty Cash check #1658 Provident Bank on 11/12/25 for \$146.44
- Deposited Cash Box and Coin Box revenues on 12/3/25
  - i. Circulation Cash Box: \$362.70
  - ii. Coin Box: \$23.75
- Borough Payments:

- i. Borough payment check #1663:  
\$25,964.56 given to Melissa Berger on  
12/5/25
- ii. Asbestos payment check #1664:  
\$2,000.00 given to Melissa Berger on  
12/5/25

**Public Comments**

**Adjournment:**

Janet Kern asked for a motion to adjourn the meeting. Tori Karpinecz motioned and Maryanne Hansich seconded the motion to adjourn the meeting. The Board approved adjourning the meeting.

The meeting adjourned at 6:28PM.

Respectfully submitted,

Jennifer Caputo (Acting Director)