

South Plainfield Library Board of Trustees Meeting Minutes April 13, 2021

Topic	Discussion	Outcome/To Do
Call to Order	The meeting was called to order by President Cheryl Nagel-Smiley at 6:32 pm via virtual technology (Zoom) due to the Governor's Executive Orders related to the pandemic of COVID-19. President Nagel-Smiley announced that the meeting was held in accordance with the Open Public Meeting Act and as such, proper notice of the meeting was published in the official newspapers, The Observer, The Courier-News and The Home News Tribune.	
Roll Call	Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Annemarie Stoeckel, School Rep; Robert A. Bengivenga; Stephanie Wolak; Frank Lemos; Anne Troop (arrived at 6:34)	
Approval of Minutes	Cheryl called for a motion. Melissa motioned to accept the minutes from the previous meeting. Gary seconded the motion. There was no discussion. Frank abstained since he was not present at the last meeting.	Motion carried unanimously.
Payment of Vouchers	Cheryl reviewed the vouchers report and called for a motion. Annemarie motioned to accept the voucher payments. Frank seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl reviewed the expense report and called for a motion. Frank motioned to accept the report. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl reviewed the cash receipts report and called for a motion. Bob motioned to accept the report. Annemarie seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl reviewed the report and called for a motion. Anne motioned to accept the report. Melissa seconded the motion. Cheryl noted that the numbers are going up. Linda replied that they are not experiencing more visitors, but it is that more books are being checked out.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Frank motioned to accept the report. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Treasurer's Report	Melissa stated there was nothing to report.	Board accepts report

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Board President's Report	Cheryl reviewed the following topics: Video about how libraries help formerly incarcerated people; It was nice to help with Library Week; Would like something similar to <i>Statue of girl reading</i> seen at another library; Reminder that Financial Disclosures are due to the Borough Clerk on April 30th; Question about when to start in person meetings (see row below).	
In Person Meetings Discussion	Frank: would like to stay meeting with Zoom until all of South Plainfield is vaccinated. Stephanie: wants to do whatever people are most comfortable with. Melissa: can we do both at the same time? Ray: agrees with Frank. Annemarie: State is currently at Orange status, which is high. Would prefer to wait until the status is Green.	Annemarie will monitor State's infection status and update the Board of Trustees. We can look into doing both at the same time.
Old Business	There was no old business to discuss.	
Public Comments	Cheryl called for a motion. Gary motioned to open public comments. Melissa seconded the motion.	Motion carried unanimously.
Movie Update	Ken Morgan informed that this week's Movie is To Have and Have Not. Movie night has been getting a good response. Please pass any suggestions along to Ken.	
New Business: Approval of the 2021-2023 Capital Plan	Ray reviewed the Capital Plan Report. Cheryl called for a motion. Ray motioned to approve the Capital Plan. Frank seconded the motion. Bob had concerns that there were not a lot of details in the plan and asked to abstain from the vote. Cheryl addressed Bob's concerns about the report. After the discussion, Bob voted to approve the Capital Plan. All other Trustees voted to approve the Capital Plan.	Motion carried unanimously.
Building and Grounds Report	Bob reported that roof leak was found and fixed for \$300. There had been damage to the roof (a hole).	A wall in the Children's Room will be opened to check there are no additional leaks.
Public Comments	Cheryl called for a motion. Gary motioned to close public comments. Stephanie seconded the motion.	Motion carried unanimously.

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Trustees Remarks	<p>Bob stated he hopes everyone stays safe in these scary times and wished a Happy Mother's Day.</p> <p>Melissa wants everyone to keep doing what they are doing to stay safe and stated she is grateful she can walk into the Library without ringing a bell.</p> <p>Anne is disappointed she had to connect by phone and misses seeing everyone's faces. She is happy to be getting her 2nd shot on Monday</p> <p>Stephanie asked everyone to stay safe and enjoy the nice weather.</p> <p>Annemarie, like Stephanie, wants everyone to stay safe and enjoy the nice weather.</p> <p>Ray stated he will continue to enhance the library experience and asked everyone to reach out to him if they have any questions or concerns.</p> <p>Frank asked Bob to mention at tonight's American Legion Meeting that the Library has passes (2 adult, 3 kids) to Battleship New Jersey that can be borrowed by leaving a \$10 deposit. Frank asked everyone to stay safe and wished a Happy Mother's Day. Frank thanked the Library for making borrowing books convenient during this difficult time.</p> <p>Gary asked everyone to stay safe in the nice weather, which he enjoys walking in. Gary also wished a Happy Mother's Day.</p> <p>Cheryl mentioned what is being celebrated this month.</p> <ul style="list-style-type: none"> • Celebrate Diversity Month • Arab-American Heritage Month • Scottish-American Heritage Month • April 2nd World Autism Day • April 4th Easter • April 8th Buddha's Birthday • April 12th Ramadan starts • April 22 Earth Day <p>Cheryl thanked the Library Staff and the Capital Plan Committee, especially Ray, for their hard work. Cheryl asked everyone to stay safe and wished a Happy Mother's Day.</p>	
Adjournment	Cheryl called for a motion. Stephanie motioned to adjourn. Frank seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:20 pm.