

**South Plainfield Library Board of Trustees Meeting Minutes October 12, 2021**

Topic	Discussion	Outcome/To Do
Call to Order	The meeting was called to order by President Cheryl Nagel-Smiley at 6:34 pm. 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; Stephanie Wolak; Anne Troop; Frank Lemos (arrived at 6:47 PM); Excused Absence: Robert A. Bengivenga	
Approval of Minutes	Cheryl called for a motion. Melissa motioned to accept the minutes from the previous meeting. Anne seconded the motion. There was no discussion. Ray abstained from the vote.	Motion carried unanimously.
Payment of Vouchers	Cheryl reviewed the vouchers report and called for a motion. Gary motioned to accept the voucher payments. Annemarie seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl reviewed the expense report and called for a motion. Melissa motioned to accept the report. Gary 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. Annemarie motioned to accept the report. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Melissa motioned to accept the report. Gary seconded the motion. Cheryl had a concern about the amount going down, but Linda explained that it is normal for this time of year.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Annemarie motioned to accept the report. Stephanie seconded the motion. There was no discussion.	Motion carried unanimously.
Treasurer's Report	Melissa reported that there is an \$85,000 appropriations increase from last year.	
Board President's Report	Cheryl reviewed the following topics: 1) Hispanic Heritage Event, thanks to the library staff; 2) Fall Festival; 3) Capital Committee topics - Historical Society provided Civil War Memorabilia for the new display case this month, RFP to blacktop area behind Willow Park, Picnic benches are on the way, Painting needs to be done, Communications port for special needs children will be installed in Willow Park in the spring, Ray said retention ideas were presented to the council, waiting to hear back.	

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Board President's Report, Continued	<p>4) Discussion about Observer article statements about Willow Park:                      Melissa: Observer article has a statement by Robert Bengivenga and Joseph Wolak taking credit for the Willow Park expansion, when it was the Library with help from the Elks who paid for the expansion.                      Ray: Governing body dropped the ball taking credit for the park expansion. Also, no one got back to us about the blacktop RFP when we asked for assistance.                      Stephanie: Did not appreciate Ray's comments. Will speak to Rob and Joe about the Willow Park article statement.                      Cheryl: Melissa has a good point, a formal thank you to the library would be nice.</p>	
Old Business	<p>There was a consensus that Holiday Potluck Dinner will be postponed until the spring (after the new picnic benches arrive).</p>	
Public Comments	<p>Cheryl called for a motion. Melissa motioned to open public comments. Anne seconded the motion.</p>	<p>Motion carried unanimously.</p>
Comments from Ken Morgan	<p>Ken had no comments.</p>	
New Business: Accept the 2020 library audit	<p>Cheryl called for a motion. Melissa motioned to accept the audit. Annemarie seconded the motion. There was no discussion.</p>	<p>Motion carried unanimously.</p>
Public Comments	<p>Cheryl called for a motion. Gary motioned to close public comments. Anne seconded the motion.</p>	<p>Motion carried unanimously.</p>
Trustees Remarks	<p>Anne wants to know more about the audit, wants everyone to stay safe and asked if Curbside pick up will continue. Linda replied Curbside pick up is here to stay.                      Stephanie is glad the programs are picking up and is looking forward to the Fall Festival.                      Annemarie gave thanks to Linda for the letter she wrote recognizing teachers.                      Ray wishes everyone the best.                      Frank also wishes everyone the best and mentioned the audio not being good for him in the meeting.                      Gary wants everyone to stay safe with the holiday season coming.                      Melissa is looking forward to the Fall Festival.                      Cheryl asked Frank if he is interested in restarting the Mystery Book Club, he replied yes.                      Cheryl stated the Personnel Committee needs to meet to review salaries and do evaluations.</p>	

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<b>Topic</b>	<b>Discussion</b>	<b>Outcome/To Do</b>
Trustees Remarks, Continued	<p>Cheryl mentioned what is being celebrated this month.</p> <ul style="list-style-type: none"> <li>• Italian American Heritage Month</li> <li>• Global Diversity Awareness Month</li> <li>• Breast Cancer Awareness Month</li> <li>• National Polish American Heritage Month</li> <li>• Filipino American History Month</li> <li>• October 10th was World Health Day</li> <li>• October 11th was Columbus and also Indigenous People Day</li> <li>• October 21st is Spirit Day, which aims to create awareness for the bullying and harassment that the L.G.B.T.Q community faces</li> </ul> <p>Cheryl stated there is nothing to report from the Human Relations Committee.</p>	
Adjournment	Cheryl called for a motion. Frank motioned to adjourn. Annemarie seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:07 pm.

Submitted by Lisa Mahon, Secretary to the Board