

South Plainfield Library Board of Trustees Meeting Minutes September 14, 2021

Topic	Discussion	Outcome/To Do
Call to Order	The meeting was called to order by President Cheryl Nagel-Smiley at 6:30 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; Robert A. Bengivenga (departed meeting at 6:50 PM); Stephanie Wolak; Frank Lemos; Anne Troop; Melissa Katsingris, Treasurer. Annemarie Stoeckel, School Rep; Excused Absence: Ray Rusnak, Mayor's Rep	
Approval of the Rules for Hybrid Meetings	Cheryl presented the rules: 1) Behave as if you were attending the meeting in person; 2) If connected virtually, mute if you must speak to someone in the room with you; 3) Connect with video if possible	Approved unanimously.
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.	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. Melissa motioned to accept the report. Frank seconded the motion.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl reviewed the cash receipts report and called for a motion. Annemarie motioned to accept the report. Bob seconded the motion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Gary motioned to accept the report. Frank seconded the motion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Annemarie motioned to accept the report. Bob seconded the motion. There was no discussion.	Motion carried unanimously.
Treasurer's Report	Melissa stated the 2020 Audit will be made available for review.	The Treasurer's Report was accepted.
Building and Grounds Report	Bob reviewed his report.	
Board President's Report	Cheryl reviewed the following topics: 1) What happened during and after the storm; 2) Dorothy statue arrived and was placed by the pergola; 3) Capital money in Mac Mobile Classroom will be used to wire the meeting room for audio and video to support video presentations and remote meetings;	

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Board President's Report, Continued	4) Linda, Mia, Cheryl K., and Ken are commended for attempting to come to library after the storm to check on it; 5) Parade postponed until September 25th; 6) Trunk and Treat Oct. 31st (double the amount of books from last year are needed); 7) Stephanie and Linda will work on the Fall Festival	
Old Business	There was no old business to discuss	
Public Comments	Cheryl called for a motion. Gary motioned to open public comments. Annemarie seconded the motion.	Motion carried unanimously.
Comments from Ken	Old news clippings found related to South Plainfield were given to the Historical Society (which they appreciated). The clippings will be organized for display, Ken asked for suggestions for movie showings.	
New Business: Approval to close library on Sept. 25, 2021 to accommodate parade and fireworks	Cheryl called for a motion. Stephanie motioned to close the library. Melissa seconded the motion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Stephanie motioned to close public comments. Frank seconded the motion.	
Trustees Remarks	<p>Melissa grateful library is in good shape after the storm. She looks forward to reading the audit. She wants everyone to stay happy and safe.</p> <p>Anne is happy library did not have problems from the storm.</p> <p>Stephanie reminded everyone that Trunk and Treat is on Halloween at Veteran's Park (midday). She is looking forward to planning the Fall Festival.</p> <p>Annemarie is grateful the library is ok after seeing the arial view after the storm. She is grateful to Stephanie for finding the Elementary School Librarian who was hired.</p> <p>Frank was thankful to read in the paper that the library came through the storm unscathed. He commented that the good building design of the library protected it in the storm. Frank asked everyone to stay safe.</p> <p>Gary hopes everyone had a good labor day and wants everyone to be safe.</p> <p>Cheryl did an overview of Capital Fund progress.</p> <ul style="list-style-type: none"> • Dorothy statue arrived • Historical Society Display Cabinet should arrive soon. • RFP to blacktop behind Willow Park. • Tables and cabinets for the staff room • Of 18 projects this year, only 4 were not completed. 	

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Trustees Remarks, Continued	<p>Cheryl gave Friends of the Library updates:</p> <ul style="list-style-type: none"> • Fall mini book sale postponed until the Spring. • Friends are providing money for Trunk and Treat and Fall Festival. <p>Cheryl is grateful all was ok after the storm and also was grateful to the staff during the storm crisis.</p> <p>Cheryl mentioned what is being celebrated this month.</p> <ul style="list-style-type: none"> • Sept. 15 - Oct. 15 is National Hispanic Heritage Month • Sept. 8th was Rosh Hashanah • German American Heritage Month • National Recovery Month • Sept. 10th Ganesh Chaturthi, ten day festival, held to honor the Hindu god of intelligence, Ganesha • Sept. 11th Patriots Day • Sept. 16th Yom Kippur • Sept. 22nd Autumnal Equinox • Sept. 20th HeForShe Day promoting gender equality • Sept. 21st International Day of Peace <p>Cheryl stated there is nothing to report from the Human Relations Committee.</p>	
Adjournment	<p>Cheryl called for a motion. Annemarie motioned to adjourn. Melissa seconded the motion.</p>	<p>Motion carried unanimously. Meeting adjourned at 7:11 pm.</p>

Submitted by Lisa Mahon, Secretary to the Board