

South Plainfield Library Board of Trustees Meeting Minutes April 12, 2022

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.	
National Library Week	The minutes should reflect that the Board wishes the Library staff a belated "Happy National Library Week."	
Roll Call	Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Frank Lemos; Anne Troop; Trustees Excused Absent: Robert A. Bengivenga; Annemarie Stoeckel, School Rep; Stephanie Wolak	
Approval of Minutes	Cheryl called for a motion. Gary motioned to accept the minutes from the previous meeting. Anne seconded the motion. There was no discussion.	Motion carried with Melissa abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers report and called for a motion. Melissa motioned to accept the voucher payments. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl reviewed the expense report and called for a motion. Ray 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. Melissa motioned to accept the report. Ray seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Frank motioned to accept the report. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Anne motioned to accept the report. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Personnel	Cheryl explained that a part time person may need to be hired due to the health issues of two employees who may need coverage.	
Technology Committee	The Library's IT person is retiring. Linda presented the IT Services Comparison information.	
Capital Projects Committee	Ray presented updates on current projects (listed below) and said everything is moving along nicely. Projects: Parking lot and pit maintenance turned over to Borough; Staff CPR Certification and AED installation; Communications Board for Willow Park; Camera and equipment installation; Wheelchair will be ordered.	
Community Relations Committee	Sunnie Randolph asked for the Dedication of Reading Nook in her name to be done in the Fall.	

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Friends of the Library	<p>Cheryl reviewed the contributions and recent work done by the Friends of the Library:</p> <ul style="list-style-type: none"> • The Friends participated in the Bunny Hop. • The Friends provided lunch to staff to celebrate National Library Week. • Teacup Fundraiser is being planned for Mother's Day. Some Victorian dolls will be displayed and given away. • The Community CPR class has one spot left • There will be a Book Sale June 9th and 10th • Passes for the Museum of the American Revolution are now available. • Amazon Smile is a nice way to support the Library (percentage of purchases are donated to the library) 	
Schools Day of Service	Linda explained what is happening for the Schools' Day of Service. The Library will work with the Recreation Department for the Day of Service	The Library will work provide water and ice pops at a kickball game
Board President's Report	<ol style="list-style-type: none"> 1) Cheryl announced the Library will stay open until 8 PM on Mondays and Thursdays beginning April 25th. 2) Cheryl said she attended the Ramadan Celebration Event and commended the staff for their hard work on ethnic holiday events. 3) Cheryl said she attended the Proclamation Ceremony, complimented the Library and its staff and asked for a round of applause for the Library. 4) Cheryl announced that she has resigned from the Human Relations Committee. 	Cheryl asked for Board Member to attend ethnic holiday events with guest to share the experience of learning about different cultures and traditions.
Old Business	There was no old business to discuss.	
Public Comments	There was no public comment (public not in attendance).	
New Business: Approval of IT Support Services company	<p>Cheryl called for a motion. Melissa motioned to approve JD Cloud to be the library's IT Service provider. Ray seconded the motion.</p> <p>There was discussion whether library should be closed for the four hours on Saturday of Easter weekend since library is closed on Good Friday and Easter. Board members felt the schedule should remain the same, but perhaps in the future be closed.</p>	Motion carried unanimously.
Trustees Remarks	<p>Gary wished everyone a Happy Mother's Day and noted the observance of Memorial Day.</p> <p>Anne wished everyone a Happy Easter.</p> <p>Melissa wished everyone a Happy Easter and noted she will miss the next meeting, so she will see everyone next in June.</p> <p>Ray wished everyone Happy Spring and reminded everyone to feel free to send any ideas his way.</p> <p>Frank wished everyone Happy Easter and Happy Mother's Day.</p>	

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Trustees Remarks, continued	<p>Cheryl wished everyone Happy Easter, Happy Ramadan, Happy Passover, and Happy Mother's Day.</p> <p>Cheryl mentioned what is on the April Diversity Events Calendar.</p> <ul style="list-style-type: none"> • Celebrate Diversity Month –launched in 2004 • Arab American Heritage Month • Scottish American Heritage Month • 4/2 – World Autism Awareness Day (People with Disabilities): A day that seeks to improve the lives of those who suffer from autism • 4/2 – Ramadan (Islamic): The first day of Islam's sacred month in which Muslims abstain from eating and drinking from dusk until dawn • 4/8 Buddha's Birth- royalty who became a spiritual leader and launched Buddhism • 4/10 Ramnavami –Hindu marks the birth of Lord Rama on Earth • 4/10 Palm Sunday • 4/14 -15 Holy Thursday and Good Friday (death of Jesus) • 4/15 – Passover (Jewish): start of Jewish holiday honoring the freeing of Israeli slaves • 4/17 – Easter (Christian): most important holy day in the Christian faith, celebrates the resurrection of Jesus following his death • 4/22 – Earth Day (International): celebrates the planet we live on, observed internationally in more than 192 countries • 4/21-23 – Gathering of Nations (Native American): more than 500 Native tribes meet and celebrate various traditions and cultures • 4/28 Holocaust Remembrance Day <p>Linda noted that April 13th is the Thai New Year celebration.</p>	
Adjournment	Cheryl called for a motion. Melissa motioned to adjourn. Frank seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:17 pm.

Submitted by Lisa Mahon, Secretary to the Board