

South Plainfield Library Board of Trustees Meeting Minutes June 14, 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.	
Roll Call	Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Annemarie Stoeckel, School Rep; Anne Troop; Stephanie Wolak; Trustees Excused Absent: Ray Rusnak, Mayor's Rep; Robert A. Bengivenga; Frank Lemos Guest: Christine Brandenburg	
Approval of Minutes	Cheryl called for a motion. Gary motioned to accept the minutes from the previous meeting. Annemarie seconded the motion. There was no discussion.	Motion carried with Melissa abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks 14589 - 14626 totaling \$45,415.73) and called for a motion. Melissa motioned to accept the voucher payments. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl reviewed the expense report and called for a motion. Anne motioned to accept the report. Melissa seconded the motion. There was a question about why July was more than other months. Answer: It is a month with three payrolls instead of the usual two.	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. Gary motioned to accept the report. Melissa seconded the motion. Melissa mentioned a correction needed in the report.	Motion carried unanimously. Linda will correct the error.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Stephanie motioned to accept the report. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Finance & Budget		The report was accepted
Personnel Committee	Cheryl reviewed the information sheet about the Social Worker working evening hours at the library.	This will be voted on during New Business.
Technology Committee	Cheryl stated that Christine Brandenburg and Anne Troop will work on the committee moving forward.	Annemarie and Linda will meet RE: Tech Inventory

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Capital Projects Committee	Cheryl mentioned current projects (listed below) that are moving forward. Projects: Communications Board for Willow Park (utility companies need to clear the dig spot); Painting; Staff room furniture and desks.	
Communitate Relations Committe		Date to honor Sunnie needs planning.
Friends of the Library	Cheryl reviewed the contributions, upcoming and recent work done by the Friends of the Library: <ul style="list-style-type: none"> • Mother's Day Teacup Fundraiser: Friends received \$600. • Book Sale is postponed until Sept. 17th. Main sale will be on 17th. During the week following sale, books will be available to purchase on the honor system.. • Stephanie B. presented fundraising ideas: <ul style="list-style-type: none"> • Offer to purchase a gift card from a restaurant if the restaurant also donates one to raffle off. • Purchase Lego set (for the teenage age range) to raffle off. • Acquire passes to raffle off (passes from venues we are also looking to get passes from for the library). Perhaps also do an offer to purchase a pass if they donate a pass. 	
Schools Report	Annemarie reported everything is status quo.	Promoting Library Programs through school library classes discussed.
Board President's Report	1) Juneteenth Event was a great success. Story Teller was very good. Evolution Dancing was fantastic. 2) Summer reading starts end of June. 3) Thank you Annemarie for your inspiration. Hope to have you back on the Board in the future.	
Old Business	There was no old business.	
Open Public Comments	Cheryl called for a motion. Stephanie motioned to open public comment. Melissa seconded the motion. Ken had nothing to report.	Motion carried unanimously.
New Business: Approval of Social Worker, Heather Barry	Cheryl called for a motion. Melissa motioned to approve Heather Barry, Social Worker, at a rate of \$40 per hour to work a maximum of 9 hours per week at the library. Anne seconded.	Motion carried unanimously.
Trustees Remarks	Stephanie shared news of her new granddaughter. Stephanie wished Annemarie good luck in her retirement. Gary congratulated Annemarie on her retirement and wished everyone a safe 4th of July. Melissa thanked Annemarie, said Annemarie will be missed, that her help has been invaluable and that she should enjoy her retirement.	

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Trustees Remarks, continued	<p>Anne congratulated Annemarie on her retirement, thanked her for sharing her knowledge and hopes to see her back on the board someday.</p> <p>Christine (guest) thanked Annemarie for everything and being the best supervisor ever.</p> <p>Ken and Lisa congratulated Annemarie on her retirement.</p> <p>Cheryl stated that Annemarie will be missed, but that we hope to get her back on the Board someday. Also explained some of the joys of retirement.</p> <p>Cheryl mentioned what is is on the June Diversity Events Calendar.</p> <ul style="list-style-type: none"> • LGBT Pride Month: commemorates the Stonewall Riots and seeks to recognize the impact LGBT people have had around the world. • Caribbean American Heritage Month: recognizes the significance of Caribbean culture and history in the U.S. • 6/2 – Indian Citizenship Act of 1924 (Native Americans): granted the right of citizenship to all Native Americans born in the U.S. However, the right to vote was not granted until 1957. • 6/5 Pentecost • 6/12 – Loving Day (Black American): anniversary of a historic court decision for interracial marriage. • 6/14 Flag Day • Puerto Rican Day Parade (Puerto Rican): largest demonstration of cultural pride in the United States. It promotes prominent, historical figures and seeks to raise awareness of critical issues in the community. • 6/19 – Juneteenth (Black American): marks the anniversary of when African Americans first learned of the Emancipation Proclamation. It was more than two years after it was initially issued. • 6/27 – Birthday of Helen Keller (People with Disabilities): while known as being both blind and deaf, Keller was one of the 20th century’s leading humanitarians and co-founder of the ACLU. 	
Close Public Comments	Cheryl called for a motion. Stephanie motioned to close public comment. Melissa seconded the motion. Cheryl distributed the changes in committee assignments with the retirement of Anne Marie and Christine Brandenburg starting in July.	Motion carried unanimously.
Adjournment	Cheryl called for a motion. Melissa motioned to adjourn. Annemarie seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:16 pm.

Submitted by Lisa Mahon, Secretary to the Board