

## South Plainfield Library Board of Trustees Meeting Minutes December 13, 2022

Topic	Discussion	Outcome/To Do
Call to Order	The meeting was called to order by President Cheryl Nagel-Smiley at 6:39 pm. The meeting started 9 minutes late because of the \$3,500 check presentation to Heather Barry for South Plainfield Social Services. 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; Frank Lemos; Christine Brandenburg, School Rep; Anne Troop; Stephanie Wolak; Excused Absent: Robert A. Bengivenga	
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 with Ray abstaining from the vote.
Opening the Executive Session	Cheryl called for a motion. Frank motioned to go into Executive Session. Christine seconded the motion. There was no discussion.	Motion carried unanimously.
Executive Session	Trustees returned from Executive Session	
Payment of Vouchers	Cheryl reviewed the vouchers (checks # 14882 - #14922 totaling \$56,734.95) and called for a motion. Melissa 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. Christine 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. Ray motioned to accept the report. Frank seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Frank motioned to accept the report. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Linda answered questions about the reported altercation. Cheryl called for a motion. Melissa motioned to accept the report. Stephanie seconded the motion.	Motion carried unanimously.
Finance and Budget/ Treasurer's Report	Melissa presented the 2023 proposed Budget. Melissa shared news that the library's appropriation will be cut \$45,000 for 2023. There were no questions.	The Board accepted the Treasurers report and the budget vote will occur in New Business.

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Buildings and Grounds Report	Cheryl reported that there are no updates at this time.	
Policy Report	Anne reported that there are no updates at this time.	
Personnel Committee Report	Cheryl shared news of the birth of Jessica's healthy baby. Cheryl informed the Board that Annemarie Stoeckel may return as Schools Liaison.	
Technology Committee Report	Christine reported that there are no updates at this time.	
Capital Projects Committee	Ray stated there are no updates, as all changes were accomplished. Linda informed the Board that the countertops will be replaced next week.	
Community Relations Committee	Stephanie reported that there are no updates at this time.	
Mayor's Alternate Report	Ray reported that there are no updates at this time.	
Friends of the Library Report	Cheryl provided updates on the decision not to pursue passes/tickets from the following places as it was not worth it: <ul style="list-style-type: none"> <li>• Edison Museum</li> <li>• Insectropolis, Toms River, NJ</li> <li>• Fund Raising Raffles - Raffle Picks on 12/15/22 at 6 PM</li> <li>• Holiday Meet and Greet Dinner was a great success.</li> </ul>	
Schools Report	Christine stated that her last day will be January 5, 2023.	
Board President's Report	<ol style="list-style-type: none"> <li>1) We will vote later about buying a brick for a former Trustee that served from 1973 – 1986 who had passed away. Please let Cheryl or Linda know if you learn of any other past Board Members who have passed away so that a brick can be purchased for them.</li> <li>2) The Angel Tree has a few more tags and has been extended until Saturday.</li> <li>3) Thanks to Eve for her handling of the altercation.</li> <li>4) Cheryl has received thanks from the staff for their raises.</li> <li>5) January 10, 2023 is the date for the next meeting. At that meeting, Cheryl would like to get the dates for everyone's birthdays.</li> </ol>	
Old Business	There was no old business.	
Public Comments	Cheryl called for a motion. Gary motioned to open Public Comment. Stephane seconded the motion. Annemarie, Ken, and Lisa made comments about how nice the Meet and Greet Dinner was.	Motion carried unanimously.

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New Business - Approval of 2023 Budget	Cheryl called for a motion. Christine motioned to approve proposed 2023 Budget. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
New Business - Approval of Brick Purchase for former Trustee Patrick J. McDonald (1973-1986)	Cheryl called for a motion. Christine motioned to purchase the brick Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Gary motioned close Public Comment. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Trustees Remarks	<p>Christine stated that she learned a lot during her time on the Board that will help her in her new position and that she was sorry her time with the Board was so short.</p> <p>Stephanie is happy the situation was resolved with the school. Stephanie thanked the Friends for the Dinners.</p> <p>Ray is sorry to see Christine leave quickly and is glad Annemarie can come back.</p> <p>Frank wished everyone a Merry Christmas and wants everyone to be safe and healthy in the new year.</p> <p>Anne said that it was a Christmas gift tonight to have the dinner and to get Annemarie back. She wished everyone a Merry Christmas.</p> <p>Gary wished Christine good luck in her new position. He welcomed Annemarie back and wished everyone happy holidays.</p> <p>Melissa thanked everyone for passing the budget. She wished Christine good luck at her new job. Melissa thanked the Friends for tonight's dinner.</p> <p>Linda thanked everyone for the dinner.</p> <p>Cheryl read the note that came with the succulent plant gift from Council President Christine Faustini. Cheryl told Christine that she will be missed and good luck in the new job. Cheryl spoke of her appreciation for the Board Members and the good work done as a good working committee. She wished everyone a Merry Christmas and a Happy New Year.</p> <p>Cheryl mentioned what is on the December Diversity Events Calendar.</p> <ul style="list-style-type: none"> <li>• 12/1 – World AIDS Day: helps raise awareness of HIV/AIDs and money to cure it</li> <li>• 12/3 – International Day of Persons with Disabilities (United Nations): raises awareness for the rights and well being of those with disabilities</li> </ul>	

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Topic	Discussion	Outcome/To Do
Trustees Remarks, continued	<p>December Diversity Events Calendar, continued</p> <ul style="list-style-type: none"> <li>• 12/10 – International Human Rights Day (United Nations): adopted by the UN in 1948, celebrates the day it the Universal Declaration of Human Rights</li> <li>• 12/16-12/24 – Las Posadas (Mexican): religious festival in Mexico and some parts of the U.S. (primarily those with Mexican-Americans) of the Christmas season</li> <li>• 12/18-12/26 – Hanukkah (Jewish): celebrates the Jews triumphing over the Syrian Greeks for their independence</li> <li>• 12/21 – Winter Solstice/Yule: the winter sabbat according to the Pagan and Wiccan faiths</li> <li>• 12/25 – Christmas (Christian): holiday celebrating the birth of Jesus Christ</li> <li>• 12/26 – Kwanzaa (Black): 8-day holiday inspired by African harvest celebrations</li> </ul>	
Adjournment	Cheryl called for a motion. Frank motioned to adjourn. Ray seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:14 pm.