

South Plainfield Library Board of Trustees Meeting Minutes March 8, 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; Ray Rusnak, Mayor's Rep; Annemarie Stoeckel, School Rep; Frank Lemos; Stephanie Wolak; Anne Troop; Trustees Excused Absent: Melissa Katsingris, Treasurer; Robert A. Bengivenga	
Approval of Minutes	Cheryl called for a motion. Gary motioned to accept the minutes from the previous meeting. Ray seconded the motion. There was no discussion.	Motion carried with Frank abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers report and called for a motion. Anne 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. Annemarie motioned to accept the report. Frank 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. Gary motioned to accept the report. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Annemarie 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. Stephanie motioned to accept the report. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Building and Grounds	In Bob's absence Linda conveyed that Bob reported that he secured the broken light on the ramp and has an electrician looking into how the lights can be better installed.	
Capital Committee	Ray reviewed current and future projects in the 2022-2024 Capital Plan. Ray explained that \$200,000 for the two projects i.e. retention basin and black top behind Willow Park will be given to the borough so they can fulfill those projects.	
Friends of the Library	Cheryl reviewed the contributions and recent work done by the Friends of the Library. Teacup Fundraiser was successful, payment for sensory materials, partial payments for CPR for community participants, and a spring Book Sale.	

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Board President's Report	<p>1) Cheryl commended Linda's leadership in being light years ahead of other libraries in NJ when it comes to Equity, Diversity and Inclusion (EDI) and reaching out to our communities.</p> <p>2) All staff members, except two, will complete the training to be CPR certified (certification lasts two years) on March 22nd.</p> <p>3) Cheryl thanks the library staff for their fantastic work throughout the pandemic.</p> <p>4) Cheryl will be leaving the Human Relations Committee, so a spot is open for anyone who wants to join the committee.</p>	
Old Business	There was no old business to discuss	
Public Comments	Cheryl called for a motion. Stephanie motioned to open public comments. Frank seconded the motion.	Motion carried unanimously.
Public Comments and Questions	Ken Morgan reported that he shared his Welsh Cookie recipe on March 1st and it has received a good response.	
New Business: Approval of cleaning company	Cheryl called for a motion. Stephanie motioned to approve Dublin Cleaning Company to be the library's cleaning company. Anne seconded the motion. Cheryl noted they are a South Plainfield business and our present cleaning service.	Motion carried unanimously.
New Business: Approval of resolution re: transfer of funds from Operating to Capital	Cheryl called for a motion. Frank motioned to accept the resolution. Ray seconded the motion.	Motion carried unanimously.
New Business: Approval of Capital Plan	Cheryl called for a motion. Ray motioned to approve the 2022-2024 Capital Plan. Annemarie seconded the motion. Some discussion why the need for a wheelchair and Linda and Ray explained it is a safety precaution in case the need should arise.	Motion carried unanimously.
New Business: Approval to close the building for staff training 10 AM – 1 PM Tuesday March 22, 2022 (CPR/AED certification)	Cheryl called for a motion. Ray motioned to approve closing the library for staff CPR certification training. Anne seconded the motion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Stephanie motioned to close public comments. Annemarie seconded the motion.	Motion carried unanimously.

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Trustees Remarks	<p>Frank wished everyone a happy Saint Patrick's Day.</p> <p>Gary said he was glad to see everyone and to stay safe.</p> <p>Anne hoped the snow would not be bad later in the week and said to stay safe.</p> <p>Stephanie thanked Ken for the cookie recipe, and she plans to try it out.</p> <p>Annemarie thanked the Children's Department for a job well done on the storytime and library tour that the teachers will be screening in the classrooms later this month</p> <p>Ray thanked everyone for approving the Capital Plan.</p> <p>Cheryl stated that she is very pleased with the committee and believes they work well together, get things done. Cheryl thanked Linda for her excellent standard with her EDI work.</p> <p>Cheryl mentioned what is is on the March Diversity Events Calendar.</p> <ul style="list-style-type: none"> • Women's History Month: honors the vital role of women in American history. • Irish American Heritage Month • Greek American Heritage Month • 3/2 – Ash Wednesday (Christian): a day of prayer and fasting, Ash Wednesday begins the season of Lent. • 3/8 – International Women's Day: celebrates the various (social, economic, cultural, political) achievements of women. • 3/10 – Birthday of Harriet Tubman (Black American): abolitionist and activist, best known for her role on the Underground Railroad. • 3/17 – St. Patrick's Day (Irish): Feast of Saint Patrick, a cultural and religious celebration held around the world. • 3/17 Purim – Jewish • 3/19 – Holi (Hindu): holidays celebrating the winter harvest and the onset of spring. • 3/21 – International Day for the Elimination of Racial Discrimination (United Nations): after an incident in which police killed 69 people in South Africa in 1960, the UN created this event to call for elimination of racial discrimination. 	
Adjournment	Cheryl called for a motion. Ray motioned to adjourn. Frank seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:07 pm.

Submitted by Lisa Mahon, Secretary to the Board