

South Plainfield Library Board of Trustees Meeting Minutes February 14, 2023

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. Cheryl gave each member a chocolate bar for Valentine's Day.	
Roll Call	Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Robert A. Bengivenga; Frank Lemos; Stephanie Wolak. Excused Absent: Andrew Batshaw; Pio Pennisi, School Rep	
Approval of Minutes	Cheryl called for a motion. Gary motioned to accept the minutes from the previous meeting. Melissa seconded the motion. Cheryl pointed out "the" typo on page 4 that needs to be corrected.	Motion carried unanimously with Bob and Frank abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks # 14956 - #15004 totaling \$44,614.81) and called for a motion. Bob motioned to accept the voucher payments. Ray 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. Bob 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. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Melissa 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. Melissa seconded the motion.	Motion carried unanimously.
Finance and Budget/ Treasurer's Report	Melissa presented the bank statement. There were no questions.	The statement was accepted.
Buildings and Grounds Report	Bob reported that there are no updates at this time.	
Policy Report	Gary reported that there are no updates at this time.	
Personnel Committee Report	Cheryl reported that there are no updates at this time.	
Technology Committee Report	An old server needs to be replaced.	Linda will reach out to Andrew about the server replacement.

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Capital Projects Committee	Ray referenced the Proposed Capital Project Plan Worksheet for 2023 - 2025 and asked if anyone had any questions. Stephanie asked about the Gazebo for Willow Park and asked if shade could be added above the slides at the park. Frank asked questions about chair rails, and Ray explained how damage has been caused by patron's moving chairs against walls.	Ray will look into shade alternatives for the playground area.
Community Relations Committee	Stephanie reported that there are no updates.	
Mayor's Alternate Report	Ray reported that there are no updates.	
Friends of the Library Report	<ul style="list-style-type: none"> • Museum of Natural History Special that the Friends voted to do - When 25 vouchers are purchased, 15 bonus vouchers are provided. • Stephanie B. calling to see why Jenkinson's hasn't sent us tickets yet. • Total funds raised from Winter Holiday Raffles = \$269 • Friends participating in Bunny Hop and Trunk and Treat • Friends looking into providing Babysitter's Class with EMT Instructor • Stephanie Wolak suggested idea for Babysitter's Club • Linda is looking into a Lego Table that Friends will pay for • Successful Valentine's Day Teacup Sale • Book Sale planned for early April • Because Friends received large anonymous donations, Stephanie Bonanno didn't collect dues from Friends recently. Stephanie B. will email Friends to notify them the date that their next dues are owed by. 	
Schools Report	There are no updates at this time.	
Board President's Report	<ol style="list-style-type: none"> 1) Kudos to Danielle and Deb for creating African American Fiction and Nonfiction Book Lists. 2) Cheryl signed up for NJLA Webinar Training, Freedom of Speech topics. Cheryl encouraged others to sign up for the webinars. 3) A Salesperson approached Linda about adding a vending machine. All agreed that food in the Library is a bad idea. 4) Cheryl encouraged everyone to join the Friends if they have not already done so. 	Linda will forward the information for the NJLA Webinars. Linda will tell the Salesperson the Board doesn't want to add a vending machine.
Old Business	There was no old business.	
Public Comments	Cheryl called for a motion. Bob motioned to open Public Comment. Gary seconded the motion. Ken Morgan stated everything is going ok, nothing to report at this time.	Motion carried unanimously.

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New Business - Approval of the 2023-2025 Capital Plan	Cheryl called for a motion. Ray motioned to approve the 2023-2025 Capital Plan. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Ray motioned close Public Comment. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Trustees Remarks	<p>Stephanie wished everyone Happy Valentine’s Day.</p> <p>Bob wished everyone Happy Valentine’s Day.</p> <p>Ray stated that Daylight Savings Time will be in place for our next meeting.</p> <p>Frank wished everyone Happy Valentine’s Day.</p> <p>Gary wished everyone Happy Valentine’s Day and mentioned he has a birthday coming up.</p> <p>Melissa wished everyone Happy Valentine’s Day.</p> <p>Cheryl wished everyone Happy Valentine’s Day. She will research why each month is selected to honor a particular group. February was chosen by Carter G. Woodson, an African-American historian in the 1920’s to honor Frederick Douglass, the most notable African-American at that time. Born a slave he chose Valentine’s Day as his birthday since he didn’t know his actual date because he had been sold away from his mother at an early age but his mother called him her Valentine baby .</p> <p>Cheryl mentioned what is on this month’s Diversity Events Calendar.</p> <ul style="list-style-type: none"> • Black History Month: February was chosen to celebrate African American History because it holds the birthdays of two men who helped eliminate slavery: Frederick Douglass and President Abraham Lincoln • February 11 – Tammy Baldwin’s Birthday: the birthday of the first openly LGBT woman elected to both houses of Congress • February 14 – Frederick Douglass’ birthday (observed): this day celebrates the birth of abolitionist and social reformer • February 15 – Nirvana Day: an annual festival that remembers the death of the Buddha after reaching nirvana; also called Parinirvana • February 15 – Susan B. Anthony’s Birthday: a leader of the women’s suffrage movement, she advocated for abolition, temperance, labor rights, and equal pay for equal work • February 22 – Ash Wednesday: a day of prayer and fasting that begins the Christian season of Lent 	

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Adjournment	Cheryl called for a motion. Stephanie motioned to adjourn. Bob seconded the motion.	Motion carried unanimously. Meeting adjourned at 6:54 pm.

Submitted by Lisa Mahon, Secretary to the Board