

**South Plainfield Library Board of Trustees Meeting Minutes May 13, 2025**

<b>Topic</b>	<b>Discussion</b>	<b>Outcome/To Do</b>
Call to Order	The meeting was called to order by President Cheryl Nagel-Smiley at 6:00 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; Melissa Katsingris, Vice President/Secretary; Annemarie Stoeckel, Treasurer; Robert A. Bengivenga; Carol Christatos; Stephanie Wolak; Excused Absent: Ray Rusnak, Mayor's Rep; Bill Seesselberg, School Rep; Janine Kupcho	
Approval of Minutes	Cheryl called for a motion. Stephanie motioned to accept the minutes from the previous meeting. Bob seconded the motion. There was no discussion.	Motion carried unanimously
Payment of Vouchers	Cheryl reviewed the vouchers (checks #16207 - #16255, plus a wire transfer totaling \$159,553.67) and called for a motion. Annemarie motioned to accept the voucher payments. Melissa seconded the motion. Linda pointed out that the reason for the large total this month was the \$104,091.36 payment to the borough for the library's annual pension payment. Cheryl asked if Lisa would be paid since there is a check for her on the list. Linda indicated that in the past the board's practice was to send the secretary notes to transcribe and then pay them for that effort.	Motion carried unanimously.
Expense Report Review	Cheryl called for a motion. Annemarie motioned to accept the report. Melissa seconded the motion. Cheryl questioned the payroll amount, and Linda responded that it can vary depending on the number of payrolls in a given period. Carol questioned the periodicals line, and Linda responded that once a year the bulk of the periodicals that the library subscribes to are ordered through a company called Ebsco, and any titles that not available through Ebsco are ordered directly from the publisher at different times throughout the year.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl called for a motion. Carol motioned to accept the report. Stephanie seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Annemarie motioned to accept the report. Carol seconded the motion. There was no discussion.	Motion carried unanimously.

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Director's Report	Linda reviewed her report. Cheryl called for a motion. Stephanie motioned to accept the report. Bob seconded the motion. Regarding OPRA request, Melissa asked if we have ever had an OPRA request, and Linda responded not that she can remember. Melissa also questioned the dates asked in the request starting with 2017...why not 10 years. Melissa commented that it seems odd. Also, Melissa asked if we have received any response back. Linda replied, no we have not.	Motion carried unanimously.
Finance and Budget/ Treasurer's Report	Annemarie presented the bank statement.	The bank statement was accepted.
Buildings and Grounds Report	Bob stated that he had no report on the building at this time. Bob shared that his brother in law owns CMF Office Supplies in town, and he has some nice chairs that he is willing to donate to the library at no cost. Linda, Cheryl Keraga and Bob went to the warehouse to look at them.	Bob will work with CMF to accept the donation.
Policy Report	Cheryl stated that there are no updates at this time.	
Personnel Committee Report	Cheryl stated that there are no updates at this time.	
Technology Committee Report	Annemarie shared that Linda and her team met with web developer earlier today, and the website is making progress. Linda added that they are to the point of deciding what is necessary to bring over since there is a lot of information on the current site.	
Capital Projects Committee	Cheryl noted that the branded tent from the Capital Plan has been ordered and will feature the library's logo. The sign for the Buddy Bench, discussed at the last meeting, has also arrived.	
Community Relations Committee	Stephanie stated that there are no updates at this time. Cheryl suggested perhaps the committee should start thinking of something for our being in the building 10 years, next year.	
Mayor's Alternate Report	Cheryl stated that there are no updates at this time.	
Schools Report	Cheryl noted that Bill was busy with Summer Drama auditions tonight, but that at the June meeting she would like to have a discussion regarding the BOE's budget shortfalls since she has been fielding questions about that and it would be helpful if Bill could provide some information.	Cheryl will send Bill an email to ask that he come prepared to answer questions at the June meeting.

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Board President's Report	<ol style="list-style-type: none"> <li>1) Cheryl stated she attended the Gardens of the Garden State program and it was a beautiful program.</li> <li>2) Cheryl shared that The Friends of the Library hosted a wonderful Mother Daughter Tea.</li> <li>3) Cheryl said she watched the movie Anora and it wasn't as explicit as she had thought it would be, but instead was about how poorly women can be treated regardless of their profession.</li> <li>4) Cheryl stated that next Monday, May 19, our library lawyer Douglas Zucker will be doing an online presentation on library law in NJ as part of NJ Library so if you are available, you might want to join.</li> <li>5) Cheryl said that this Board works very well together, so please don't be afraid to voice your opinions. If you disagree with something you should feel as though you can speak up and by doing so you might find that there are others on the Board who also share your feelings.</li> </ol>	
Old Business	There was no Old Business to discuss.	
Public Comments	<p>Cheryl called for a motion. Stephanie motioned to open Public Comment. Bob seconded the motion.</p> <p>Ken Morgan shared that Dorothy Miele from the Historical Society has several new displays planned for the future. He also shared that on Saturday May 17 there is a local history day in Piscataway that the South Plainfield Historical Society will attend.</p> <p>Cheryl gave the Friends of the Library report with Annemarie, Stephanie, and Carol all weighing in as well. The Friend's Mother Daughter Tea was lovely and they received so many nice compliments on it. Cheryl acted as emcee during the event. They will use what they learned this year to make next year even better. The Friends are also planning on holding a babysitting certification course in the coming months, dates TBD. The Friends' scholarship recipients have been decided via the anonymous formula. The Friends are considering participation in the Labor Day parade if there is enough interest from members.</p>	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Stephanie motioned to close Public Comment. Bob seconded the motion. There was no discussion.	Motion carried unanimously.

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Trustees Remarks	<p>Bob said he hopes all of the moms had a Happy Mother's Day. He noted that at church the priest made a comment about there being many types of mother figures, including those who take care of and help others so he thought that was nice. Bob shared that the American Legion will be celebrating Memorial Day on the 26th with visits to the cemeteries and a small service at the post followed by food and socializing, and the women's auxiliary will also be offering poppies for a donation. Bob stated that this year is the 250 year anniversary of the Army and the Marines. Next year will be the 250th anniversary of the signing of the Declaration of Independence and the 100th anniversary of South Plainfield. Bob said he is glad that we raised discussion regarding school taxes because he thinks the state would be better off using county superintendents rather than one for each town.</p> <p>Stephanie said she was glad to hear that the kids came to the library for a tour. She saw the Riley school kids returning from their visit and they were so excited that they were able to visit the library and borrow books. They had some donated books that weren't able to be put into Riley's library as circulating copies so instead they were given to the kids during one of the indoor recess times and the kids were so happy to get a book that they could keep and not have to return.</p> <p>Melissa said she is busy taking notes so I have nothing to share this time!</p> <p>Annemarie said she is happy to hear that the kids are making library visits, but also disappointed to hear that the kids didn't really understand how a library works. She is glad that the South Plainfield library is here to help the students learn how a library works.</p> <p>Carol stated she echoes all the concerns about the kids not getting library services in the school. As a former teacher she can confirm how important it is for the little ones to have story time so that ideas and concepts taught in the classroom can be reinforced. Carol said she is also doing her best to educate adults about the public library and everything that we offer for free. She complimented Annemarie on how she managed the Friends' scholarship and kept all applicants anonymous so it truly was awarded solely on merit. Carol shared some photos of the Mother Daughter Tea with her friends and they were very impressed with how things turned out.</p> <p>Cheryl stated that she doesn't have a lot to say, but does want to not wish people a "happy" Memorial Day but ask them to remember Memorial Day since so many men and women sacrificed their lives for our freedom.</p>	

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Trustees Remarks, continued	<p>Cheryl mentioned what is on this month's Diversity Events Calendar:</p> <ul style="list-style-type: none"> <li>• Month-long Observances <ul style="list-style-type: none"> <li>• Asian American and Pacific Islander Heritage Month: Recognizes the contributions of Asian Americans, Native Hawaiians, and other Pacific Islander Americans to the history, culture, and achievements of the US</li> <li>• Jewish American Heritage Month: Recognizes the contributions of Jewish Americans to American culture</li> <li>• Haitian Heritage Month: Recognizes the contributions of Haitian-Americans to American culture</li> <li>• Indian Heritage Month: Recognizes the contributions of Indian-Americans to American culture</li> <li>• Mental Health Awareness Month: Increases awareness of the vital role mental health plays in overall health</li> <li>• National Speech-Language-Hearing Month: Raises awareness about communication disorders and hearing health</li> <li>• Older Americans Month: Celebrates the accomplishments of the elderly</li> </ul> </li> <li>• May 1: National Day of Prayer - Annual day of prayer and meditation in the United States</li> <li>• May 5: National Day for Awareness of Missing and Murdered Indigenous Women and Girls - Raises awareness for the violence against Indigenous women and children</li> <li>• May 5: Cinco de Mayo - Celebrates Mexico's victory over the Second French Empire at the Battle of Puebla in 1862</li> <li>• May 11: Mother's Day - Honors the mother of a family or individual, as well as motherhood, maternal bonds, and the influence of mothers in society</li> <li>• May 12: Vesak (Buddha Day) - Celebrates the birth, enlightenment, and death of Buddha</li> <li>• May 15: Global Accessibility Awareness Day - Promotes accessibility and inclusion for people with disabilities</li> <li>• May 17: International Day Against Homophobia, Transphobia, and Biphobia - Raises awareness for the discrimination against LGBTQ+ individuals</li> <li>• May 17: Armed Forces Day - Honors the men and women who serve in the US armed forces</li> <li>• May 21: World Day for Cultural Diversity - Promotes cultural diversity as an essential part of development and global dialogue</li> </ul>	

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Trustees Remarks, continued	<ul style="list-style-type: none"><li>• May 26: Memorial Day - Honors the men and women who died while serving in the US military</li><li>• May 28: Ascension of Baha'u'llah - Commemorates the passing of the founder of the Baha'i faith</li><li>• May 29: Ascension Day of Jesus</li></ul>	
Adjournment	Cheryl called for a motion. Annemarie motioned to adjourn. Carol seconded the motion.	Motion carried unanimously. Meeting adjourned at 6:57 pm.

Submitted by Lisa Mahon, Secretary to the Board