

South Plainfield Library Board of Trustees Meeting Minutes July 9, 2024

Topic	Discussion	Outcome/To Do
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, Treasurer; Bill Seesselberg, School Rep; Robert A. Bengivenga; Janine Kupcho; Annemarie Stoeckel; Stephanie Wolak. Excused Absent: Gary Jones, Vice President; Ray Rusnak, Mayor's Rep	
Approval of Minutes	Cheryl called for a motion. Melissa motioned to accept the minutes from the previous meeting. Bob seconded the motion. There was no discussion.	Motion carried unanimously with Bill abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks #15727 - # 15777 totaling \$79,254.90) and called for a motion. Annemarie motioned to accept the voucher payments. Janine seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl called for a motion. Annemarie motioned to accept the report. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl called for a motion. Melissa motioned to accept the report. Annemarie seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Janine motioned to accept the report. Melissa 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. Bob seconded the motion.	Motion carried unanimously. Cheryl asked Linda to think about what we can name after the generous \$10,000 donor.
Finance and Budget/ Treasurer's Report	Melissa presented the bank statement. There were no questions.	The bank statement was accepted.
Buildings and Grounds Report	Bob reviewed his report about the air conditioning system repairs. Bob stated that DPW power washed the library building. There were no questions.	

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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 stated that Daniel, the IT provider, is available next week to meet with the committee.	Annemarie will schedule the committee meeting.
Capital Projects Committee	Linda referenced the Proposed Capital Plan Projects Worksheet, provided updates and stated that projects are progressing. Linda mentioned that a presentation on the archeological dig is being planned for September 21st.	
Community Relations Committee	Stephanie stated that she is awaiting the arrival of the Frank Lemos brick.	Stephanie will make plans for the brick dedication.
Mayor's Alternate Report	Cheryl stated that there are no updates at this time.	
Schools Report	Bill stated that school staff are planning for the fall. Stephanie asked Bill about school district plans to restaff the school libraries. Bill stated that the district is having a hard time getting staff for many positions. Applications are not coming in and those that do apply are not qualified. Janine mentioned that staffing is an issue with many central NJ school districts.	Bill said he will raise the issue of staffing the school libraries as an important community concern.
Board President's Report	<ol style="list-style-type: none"> 1) Cheryl enjoyed the Derryck White book signing. 2) Cheryl stated that the dragon and lion dancers at the Asian American Event were very nice. She said there was also Tai Chi and excellent food at the event. 3) Cheryl provided flyers and spoke about the Friends of the Library Group Membership Drive. Cheryl encouraged board members to join the Friends. 	
Old Business	There was no Old Business to discuss.	
Public Comments	<p>Cheryl called for a motion. Bob motioned to open Public Comment. Janine seconded the motion.</p> <ul style="list-style-type: none"> • Lisa reported for the Library Friends: <ul style="list-style-type: none"> • Since they ran unopposed, the current Friends Officers were voted/affirmed to continue in their positions in the coming year. 	

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Public Comments	<ul style="list-style-type: none"> • Lisa’s Library Friends report, continued: <ul style="list-style-type: none"> • The Juneteenth Event with the Yearning to Learn and Evolve Dance Company covered African American Music from Africa to contemporary times. Attendance numbers were disappointing (perhaps due to lack of excitement promoting in schools because it was the end of the school year). Friends will continue efforts to find the best ways to promote events using social media and to get schools/teachers to promote more actively. • Around 100 people attended the Asian American Pacific Islander Heritage Month (AAPI) event. • The Friends decided against participating at the Christmas in July event to try to sell holiday themed Tea Cups. Friends will wait until the winter holiday season. • The new ILS doesn’t have adequate features for museum passes. Annemarie had researched three companies who provide such automation. The staff will review the software options and provide feedback. • The Friends will provide funds for National Night Out (first Tuesday in August) • The Friends paid the \$30 fee to expedite the brick order for Frank Lemos. • The Friends will process a \$10,000 donation that came in (the Friends can legally process the donation best). • The Friends will provide funds for Halloween Trunk and Treat. • Ken asked for people to donate or loan historical items, artifacts, memorabilia and photos to the South Plainfield Historical Society, as they want to build up their inventory. Contact information is on the Society’s Facebook page. Ken suggesting contacting Dorothy Miele at the Society before dropping off items to donate. 	
New Business - Approval change of hours (1 PM – 9 PM) Tuesday August 6	Cheryl called for a motion. Bob motioned to approve the change of hours (1 PM – 9 PM) for Tuesday August (to make library facilities available during National Night Out). Stephanie seconded the motion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Melissa motioned to close Public Comment. Annemarie seconded the motion. There was no discussion.	Motion carried unanimously.
Trustees Remarks	<p>Melissa told everyone to enjoy the rest of the summer and hoped for better weather. Melissa said she hopes the ILS system will straighten itself out soon. She is looking forward to National Night Out.</p> <p>Janine stated that the Historical Society presentation sounds like it will be great. Janine said she hopes everyone will stay safe.</p>	

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Trustees Remarks, continued	<p>Stephanie told everyone to enjoy the summer since it goes too quick.</p> <p>Bob said to enjoy the summer but to also be careful when storms come. He spoke of the tragic death of a man in Seaside Heights who was struck by lightning. Bob said if you hear thunder, get inside.</p> <p>Annemarie said she is happy we received the \$10,000 donation and that we should do something to honor the donor. She also told everyone to have a great rest of the summer.</p> <p>Bill told everyone to enjoy the summer and to stay cool.</p> <p>Cheryl told everyone to enjoy the summer. She also warned that besides being careful in storms, everyone should also be careful on roadways, as there are too many drunk drivers. Cheryl is also happy about the \$10,000 donation and looks forward to hearing ideas on how we can honor the donor.</p> <p>Cheryl mentioned what is on this month's Diversity Events Calendar.</p> <ul style="list-style-type: none"> • French-American Heritage Month • July 1 – Canada Day (Canada) • July 4 – Independence Day (USA) • July 7 – Muharram Islamic New Year • July 9 – Martyrdom of the Bab (Baha'i) • July 11 – World Populace Day • July 14 – Bastille Day • July 18 – International Nelson Mandela Day • July 24 – Pioneer Day (Mormon) • July 26 – National Disability Independence Day (commemorates the signing of the Americans With Disabilities Act) • July 30 – International Day of Friendship 	
Adjournment	Cheryl called for a motion. Melissa motioned to adjourn. Stephanie seconded the motion.	Motion carried unanimously. Meeting adjourned at 6:40 pm.