

**South Plainfield Library Board of Trustees Meeting Minutes September 17, 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; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Janine Kupcho; Annemarie Stoeckel; Stephanie Wolak; Excused Absent: Robert A. Bengivenga; Bill Seesselberg, School Rep	Bill is absent because he is celebrating his birthday. Happy Birthday Bill!
Approval of Minutes	Cheryl called for a motion. Melissa motioned to accept the minutes from the previous meeting. Janine seconded the motion. There was no discussion.	Motion carried unanimously with Annemarie, Melissa and Ray abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks #15820 - #15867 totaling \$70,716.10) and called for a motion. Gary motioned to accept the voucher payments. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl called for a motion. Annemarie motioned to accept the report. Gary seconded the motion. Cheryl asked if it was more this month due to the additional payroll period. Linda replied that yes that was the reason.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl called for a motion. Melissa motioned to accept the report. Janine seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Gary motioned to accept the report. Annemarie seconded the motion. There was no discussion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. She added to her report to say that the bricks came in and all bricks were installed by DPW. Cheryl called for a motion. Stephanie motioned to accept the report. Melissa seconded the motion.	Motion carried unanimously. The Trustees acknowledged DPW for the brick installation.
Finance and Budget/ Treasurer's Report	Melissa presented the bank statement. There were no questions.	The bank statement was accepted.
Buildings and Grounds Report	Cheryl said there are no updates at this time.	
Policy Report	Gary stated that there are no updates at this time.	
Personnel Committee Report	Cheryl stated that there are no updates at this time.	

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Technology Committee Report	Annemarie stated there are no updates at this time.	
Capital Projects Committee	Ray stated that the committee met. Cheryl asked if projects were almost completed. Ray replied, yes.	
Community Relations Committee	Dates need to be planned for Brick dedication events. Email invitations will be sent to Friends, Board Members and Town Council once dates are finalized.	Stephanie, Janine and Linda will meet to plan dates for brick dedications.
Mayor's Alternate Report	Ray stated that there are no updates at this time.	
Schools Report	Cheryl mentioned she heard some parents are not happy with the lack of busing for their children. Others stated they heard similar reports.	
Board President's Report	<ol style="list-style-type: none"> <li>1) Cheryl recognized Annemarie for her excellent work for the Library Friends.</li> <li>2) Cheryl encouraged everyone to attend upcoming Library events. <ul style="list-style-type: none"> <li>• Historical Society Archeology Presentation 9/21/24, 1:00 PM</li> <li>• National Night Out 9/28/24, 1:00 - 4:00 PM</li> <li>• Hispanic Heritage Month Celebration 10/5/24, 11:00 AM - 2:00 PM</li> <li>• Fall Fest 10/12/24, 10:00 AM - 1:00 PM</li> <li>• Diwali (early November)</li> </ul> </li> <li>3) Cheryl presented Ray with a certificate noting that the Library staff and Board planted 3 trees in honor of his sister, Donna Jorn.</li> </ol>	
Old Business	There was no Old Business to discuss.	
Public Comments	<p>Cheryl called for a motion. Gary motioned to open Public Comment. Melissa seconded the motion.</p> <p>Lisa shared:</p> <ul style="list-style-type: none"> <li>• the Library Friends Book Sale was a success (more details will be provided at next month's meeting).</li> <li>• Lisa gave kudos to Annemarie for all her hard work doing research, implementing new policies/practices and creating effective promotional materials/communications for the museum pass program.</li> </ul> <p>Annemarie added that the Friends membership drive was also successful (more details will be provided at next month's meeting).</p> <p>Ken shared the Historical Society Archeology Presentation will have refreshments. Prep for the event will be done the day before. The event may be live-streamed on Facebook.</p> <p>Cheryl asked about when the Historical Society meetings are held and Ken replied that they are on Saturdays, 11:00 AM - 1:00 PM.</p>	

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New Business	There was no New Business to discuss.	
Public Comments	Cheryl called for a motion. Gary motioned to close Public Comment. Janine seconded the motion. There was no discussion.	Motion carried unanimously.
Trustees Remarks	<p>Stephanie Is glad the bricks are in. She thanked Annemarie for her hard work for the Friends for the museum pass program. Stephanie asked when the next Friends meeting is. Lisa answered, next Thursday.</p> <p>Janine is looking forward to attending Library events.</p> <p>Melissa is very impressed by the number of books read by the kids this summer. She will be busy visiting colleges soon. Melissa is praying for good weather.</p> <p>Gary asked everyone to be safe.</p> <p>Ray thanked everyone for their support. Ray stated that he has experienced a lot of loss recently and he has learned that it is important to smile and laugh every day.</p> <p>Annemarie stated that she was also impressed with the number of kids who read so many books this summer.</p> <p>Cheryl noted the birthdays that were missed being acknowledged this year.</p> <ul style="list-style-type: none"> <li>• Gary February 23rd, Bob April 19th, Janine April 22, Lisa May 13th, Stephanie July 10th, Ray July 17th, Linda August 5th</li> </ul> <p>Cheryl stated that she also found the kids summer reading to be outstanding and noted that adults also participated.</p> <p>Cheryl mentioned what is on this month's Diversity Events Calendar.</p> <ul style="list-style-type: none"> <li>• Hispanic Heritage Month</li> <li>• National Guide Dog Month</li> <li>• Suicide Prevention Month</li> <li>• September 2 – Labor Day</li> <li>• September 5 – International Day of Charity</li> <li>• September 11 – Patriot Day (U.S.A.)</li> <li>• September 15 – International Day of Democracy</li> <li>• September 16 – Mexican Independence Day</li> <li>• September 21 – International Day of Peace</li> <li>• September 21 – World Gratitude Day</li> <li>• September 22 – American Business Women's Day</li> <li>• September 27 – National Native American Day</li> <li>• September 30 – National Day for Truth &amp; Reconciliation (Canada)</li> </ul>	

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Adjournment	Cheryl called for a motion. Stephanie motioned to adjourn. Janine seconded the motion.	Motion carried unanimously. Meeting adjourned at 6:33 pm. Cheryl noted that Bob would be impressed with the 33 minute meeting conclusion.