

South Plainfield Library Board of Trustees Meeting Minutes August 9, 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; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Robert A. Bengivenga; Frank Lemos; Christine Brandenburg, School Rep; Anne Troop; Stephanie Wolak Early Departure: Bob departed the meeting at 7:14 pm.	
Suspend Normal Order of Business	Cheryl announced that Bob had an emergency and needs to leave the meeting early, so she called for a motion to accept the agenda with flexibility to allow the Buildings and Grounds Report to be given, discussed and voted on prior to the Director's Report. Ray so motioned. Gary seconded the motion.	Motion carried unanimously.
Approval of Minutes	Cheryl called for a motion. Gary motioned to accept the minutes from the previous meeting. Stephanie seconded the motion. There was no discussion.	Motion carried with Melissa and Gary abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks # 14670 - #14721 totaling \$74,398.65) and called for a motion. Melissa motioned to accept the voucher payments. Anne seconded the motion. There was no discussion.	Motion carried unanimously.
Expense Report Review	Cheryl reviewed the expense report and called for a motion. Christine motioned to accept the report. Melissa seconded the motion.	Motion carried unanimously.
Cash Receipts Report Review	Cheryl reviewed the cash receipts report and called for a motion. Frank motioned to accept the report. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Christine motioned to accept the report. Melissa seconded the motion.	Motion carried unanimously.
Treasurer's Report	Melissa presented the report.	The report was accepted.
Buildings & Grounds - Tree Removal	Bob presented his report with a numbered tree map. Tree Removal Discussion: It was decided at the July Meeting that trees 1, 3, 4, 5, & 6 should be removed. Decisions are needed about remaining trees and the company that should perform the work. Trees 7, 8, & 9 are in question. There is concern over tree #9 (White Cedar) because as per tree expert, John Angeleri, it is in danger of splitting and causing damage to the building/grounds. Trees 7 & 8 (Junipers) were planted under the building's overhang and are not thriving.	

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Buildings & Grounds - Tree Removal, continued	<p>Cheryl noted the Japanese Cherry tree is healthy, although it has been poorly pruned as per the tree expert. Ray commented that he was ok with removing the original 5 trees, but feels that the board should wait to take action on trees 7, 8, & 9. This will give everyone a chance to see what the grounds will look like before cutting everything down at once. He does not believe that the White Cedar tree will be causing issues anytime soon. Stephanie disagrees, since if the company is on site to remove trees it should all be done at once.</p> <p>Cheryl called for a motion. Stephanie motioned to remove trees 7, 8, & 9. Anne seconded the motion.</p>	Motion carried with Frank and Ray dissenting.
Buildings & Grounds - Pruning Cherry Tree	<p>Cheryl called for a motion. Stephanie made a motion to have cherry tree pruned. Anne seconded the motion.</p>	Motion carried unanimously.
Buildings & Grounds - Company to Perform Tree Work	<p>Three companies provided quotes: Countryside (John Angeleri), LDS (our current landscaper) and Riccardi Tree Service.</p> <p>How the Companies Quoted Differently Discussion: It was difficult to breakdown costs so that it could be compared “apples to apples”. Several board members agreed that there was no reason to have a tree expert remove trees. Cheryl noted that if we don’t use Countryside, we would owe John Angeleri a \$300 fee for coming out and performing the assessment of the trees. LDS’s quote combined the work to remove the mulch and replace with stone along with removal of 5 trees. Everyone was in agreement that LDS should handle the mulch removal and stone installation, but that they should also provide a quote that only reflects removal of 8 trees and pruning of cherry tree. Everyone was in agreement that voting on the company should be delayed until the board has comparable quotes from all the companies.</p> <p>Cheryl called for a motion. Stephanie motioned to table the vote until the September meeting. Christine seconded the motion.</p> <p>Bob stated that as head of the Buildings and Grounds committee, he feels that he should be included or at least consulted in more of the Capital Committee projects.</p>	<p>Motion carried unanimously.</p> <p>Ray will contact LDS and ask them to provide separate quotes for the mulch/stone job and tree removal job.</p>
Director’s Report	<p>Linda reviewed her report. Cheryl called for a motion. Gary motioned to accept the report. Frank seconded the motion. There was no discussion.</p>	Motion carried unanimously.
Capital Projects Committee	<p>Ray declined to comment on the status of Capital Projects and stated that he will defer to Bob for any future projects.</p> <p>Holiday Lighting for 2022 Discussion: Ray indicated that he believes that this project falls under Buildings and Grounds and therefore should be handled by Rob. Last year, we solicited 3 quotes from companies and Christmas Décor came in the lowest. This year we were only looking to add in lighting for an additional 4 juniper trees.</p>	

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Capital Projects Committee, continued	<p>Cheryl provided status updates on several of the projects.</p> <p>It was noted that we have been waiting for a quote for the repair of the light fixtures on the outdoor ramp since January and with the days getting shorter this really needs to be taken care of ASAP.</p>	<p>Cheryl will call Bob about the outdoor ramp light repair (since he had left the meeting). Linda will contact Allstate Interiors for a status update on the work to be done in the staff area.</p>
Community Relations Committee	<p>Linda spoke with Sunnie Randolph, her ex-husband has just passed away and she is busy helping with his estate, so she would prefer a ceremony in late September.</p>	
Schools Report	<p>Christine said renovations are going on in many of the buildings.</p>	
Board President's Report	<p>1) Cheryl gave kudos to officer Anthony Louise for organizing a very successful National Night Out. She noted that Linda has been helping the police manage the event for the past few years, but has stepped away this year to allow the police to take the lead. She also said she was disappointed that Chief Parker was not able to attend the event to see what a wonderful job Anthony did.</p> <p>2) Cheryl reminded the Board that the Green Team is still collecting responses to the diversity survey and noted that Councilman Pete Smith has also encouraged everyone to participate.</p> <p>3) Kudos to the staff for all of the amazing programs they have presented this summer.</p>	
Old Business	<p>There was no old business.</p>	
Public Comments	<p>There was no public comment.</p>	
New Business - Holiday Lights	<p>Cheryl called for a motion. Ray motioned to table the Holiday Lights Discussion until the September meeting. Gary seconded the motion.</p>	<p>Motion carried unanimously (with Bob not present for the vote).</p>
Trustees Remarks	<p>Ray was very happy that the Board was able to have such a healthy discussion tonight. Even though there was disagreement it stayed respectful.</p> <p>Frank wished everyone a nice summer, and stay cool and stay healthy</p> <p>Gary wants everyone to continue to be safe and healthy.</p>	

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Trustees Remarks, continued	<p>Melissa is very happy that the social worker is getting a good response. It's fantastic. She is blown away by our staff and how much they are able to accomplish. She is looking forward to some of the upcoming adult programs.</p> <p>Anne can't wait until September comes and things cool down. Please be careful with the next upcoming wave of Covid.</p> <p>Stephanie is glad to hear that the website will be updated and streamlined. Community programs are great. The library is here for everybody in the community.</p> <p>Christine had no comment.</p> <p>Cheryl agrees with the comments about the staff, they are doing a wonderful job. She is very happy to see that we are still offering the CPR training for the public.</p> <p>Cheryl mentioned what is on the August Diversity Events Calendar.</p> <ul style="list-style-type: none"> • 8/4 – Birthday of Barack Obama (Black American): the United States' first African-American president! • 8/9 – International Day of the World's Indigenous People (United Nations): created by the UN, celebrates the cultures of indigenous peoples around the world • 8/30 – Al-Hijri (Islamic): This holiday marks the start of the New Year in the Muslim faith. It begins the prior evening • 8/15 – Feast of the Assumption (Roman Catholic): marks the entry of Mary (mother of Jesus), body and soul, into Heaven • 8/18 – Birth of Lord Krishna (Hindu): also called Janmashtami, this day celebrates the birth of one of the most popular deities in the Hindu faith, celebrated with a great festival • 8/24 – Birthday of Marlee Matlin (People with Disabilities): Marlee Matlin is the only hearing-impaired actor to win the Oscar for best actor/actress • 8/26 – Women's Equality Day: commemorates the American women gaining the right to vote in 1920 • 8/31 – Ganesh Chaturthi (Hindu): festival celebrating the birth of Lord Ganesha, the God of new beginnings and a fresh start 	
Adjournment	Cheryl called for a motion. Stephanie motioned to adjourn. Melissa seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:40 pm.

Submitted by Lisa Mahon, Secretary to the Board