

South Plainfield Library Board of Trustees Meeting Minutes August 8, 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.	
Roll Call	Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President; Melissa Katsingris, Treasurer; Ray Rusnak, Mayor's Rep; Bill Seesselberg, School Rep; Robert A. Bengivenga. Excused Absent: Stephanie Wolak; Absent: Andrew Batshaw. After Roll Call, Cheryl spoke about the funeral services for Frank Lemos. There was a moment of silence in memory of Frank.	
Approval of Minutes	Cheryl called for a motion. Bob motioned to accept the minutes from the previous meeting. Ray seconded the motion.	Motion carried unanimously. Melissa and Bill abstained from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks #15226 - #15266 totaling \$57,519.52) 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 reviewed the expense report and called for a motion. Melissa 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. Melissa motioned to accept the report. Gary seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Gary motioned to accept the report. Ray seconded the motion. There was no discussion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Bob motioned to accept the report. Gary 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 provided mum flower pricing information from the Knights of Columbus (\$8 for 9 inch flowers; \$30 for 12 inch flowers) being considered to decorate the steps of the library.	Bob will provide Linda with the detailed information.
Policy Report	Gary reported that there are no updates at this time.	

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Personnel Committee Report	Cheryl stated that a maternity leave replacement person is needed to start October 1st. Since Deb Gulya will be taking maternity leave from October 1 to mid-January 2024.	Linda is working with the Consortium to find the appropriate candidate.
Technology Committee Report	Linda stated a meeting is needed to review further tech updates required by the library.	
Capital Projects Committee	Ray reported: 1. Received price quotes for hand dryers. Innovative Electric and Lighting had the best quote. 2. Received chair rail price quotes. AllPhase had the best quote. 3. The tree and shrub lighting quotes will come soon. The project will be voted on at the September meeting.	Will move forward with Innovative Electric and Lighting for the dryers and AllPhase for the chair rails.
Community Relations Committee	September 9th is the tentative date for the dedication for Sunnie Randolph.	Stephanie will contact Linda if the date is still a go.
Mayor's Alternate Report	Ray reported that there are no updates at this time.	
Friends of the Library Report	Cheryl stated that Frank will be missed in his role as liaison to the Library Friends.	The Friends next meeting will be in September.
Schools Report	Bill stated that the Adult School is closing (not sustainable) and people will miss it.	
Board President's Report	1) Cheryl has two more Spanish class left to go. Cheryl complimented the teacher (who is a 5/6th grade teacher from Grant) and stated that she would like to see the Spanish class continue. Someone suggested offering Italian classes to Cheryl but a certified teacher would be needed. 2) National Night Out was a success thanks to Linda's hard work (kudos to Linda). 3) Flyer for Library Survey went out with the Sewer bills.	Cheryl asked everyone to encourage their friends to complete the Library survey.
Old Business	There was no Old Business to discuss.	
Public Comments	With no public in attendance, there was no need to open public comment.	
New Business - Discussion RE: memorializing a sitting trustee who passes and a former trustee	Cheryl stated that in the past, a memorial brick would be purchased if a former Trustee passed away. Frank is the first current trustee to pass away. Cheryl stated that Frank's daughter suggested donations to the Senior Center in Frank's name. Ray suggested planting a tree in Frank's memory. The Library Friends are going to be buying a Brick in Frank's memory.	

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New Business - Donation in Frank's memory	Cheryl called for a motion. Melissa motioned to take \$500 from the fine money and donate it to the Senior Center in Frank's memory and ask how the donation will be used so the family could know as well as for library records. Bill seconded the motion. There was no discussion.	Motion carried unanimously.
New Business - Tree Planting in Frank's memory	Cheryl called for a motion. Ray motioned to plant a small tree on the Library property or Willow Park in Frank's memory. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Trustees Remarks	<p>Bill is looking forward to working with the Library and asked if the Library does anything for the Labor Day parade (answer: no). Bill is looking forward to Trunk and Treat for Halloween.</p> <p>Ray is sad and will miss Frank and stated that he was a good companion.</p> <p>Gary stated how he appreciated Frank. Gary also mentioned that he will have to miss the next meeting.</p> <p>Melissa stated that Frank is already missed. Melissa thanked Linda for helping making National Night Out a success. She also stated that she has witnessed how hard the Library staff in the Summer and thanked them for all their hard work.</p> <p>Bob hoped everyone has a good rest of their summer. He also stated that he can be sure to attend the next meeting if a quorum is needed (but will otherwise be away and not planning to attend).</p> <p>Cheryl spoke about her last conversation with Frank where he volunteered to look up information about Cheryl's Great Grandfather's Civil War regiment (that did not go to Gettysburg as they were sent to NY to quell the riots). Cheryl said that Frank never got angry during discussions, carefully considered others' points of view and was a kind and gentle man.</p> <p>Cheryl mentioned what is on this month's Diversity Events Calendar.</p> <ul style="list-style-type: none"> • August 4 – Barack Obama's Birthday: This day marks the birth of the United States' first Black president • August 9: International Day of the World's Indigenous People: This day was created by the UN to celebrate the culture of indigenous people on a global scale • August 15: Feast of the Assumption: This Roman Catholic feast day marks the entry of the mother Mary into Heaven (body and soul) • August 18: Lord Krishna's Birthday: This day is the birthday of one of the most popular deities in the Hindu faith. Lord Krishna is also known as Janmashtami, and his birthday is celebrated with a festival 	

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Trustees Remarks, continued	<p>This month's Diversity Events Calendar, continued.</p> <ul style="list-style-type: none"> • August 24: Marlee Matlin's Birthday: This day celebrates the birth of Marlee Matlin - the sole hearing-impaired actor to win best actor/actress • August 26: Women's Equality Day: This day marks the anniversary of women gaining the right to vote in the year 1920 • August 31: Ganesh Chaturthi: This Hindu festival celebrates Lord Ganesha's birth 	
Adjournment	Cheryl called for a motion. Melissa motioned to adjourn. Gary seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:07 pm.

Submitted by Lisa Mahon, Secretary to the Board