

South Plainfield Library Board of Trustees Meeting Minutes February 9, 2021

Topic	Discussion	Outcome/To Do
Call to Order	<p>The meeting was called to order by President Cheryl Nagel-Smiley at 6:31 pm via virtual technology (Zoom) due to the Governor’s Executive Orders related to the pandemic of COVID-19.</p> <p>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.</p>	
Roll Call	<p>Trustees Present: Cheryl Nagel-Smiley, President; Gary Jones, Vice President (arrived at 6:37); Melissa Katsingris, Treasurer; Ray Rusnak, Mayor’s Rep; Annemarie Stoeckel, School Rep; Robert A. Bengivenga; Frank Lemos; Anne Troop; Stephanie Wolak (arrived at 6:37)</p>	
Approval of Minutes	<p>Cheryl called for a motion. Frank motioned to accept the minutes from the previous meeting. Melissa seconded the motion. There was no discussion. All voted in favor except Bob abstained from the vote because he was absent from that meeting.</p>	<p>Motion carried unanimously.</p>
Payment of Vouchers	<p>Cheryl reviewed the vouchers report and called for a motion. Anne motioned to accept the voucher payments. Frank seconded the motion. There was no discussion.</p>	<p>Motion carried unanimously.</p>
Expense Report Review	<p>Cheryl reviewed the expense report and called for a motion. Frank motioned to accept the report. Bob seconded the motion. There was no discussion.</p>	<p>Motion carried unanimously.</p>
Cash Receipts Report Review	<p>Cheryl reviewed the cash receipts report and called for a motion. Annemarie motioned to accept the report. Frank seconded the motion. There was no discussion.</p>	<p>Motion carried unanimously.</p>
Statistical Report Review	<p>Cheryl reviewed the report and called for a motion. Frank motioned to accept the report. Annemarie seconded the motion. Cheryl commented that the Library is doing well statistically despite the pandemic.</p>	<p>Motion carried unanimously.</p>
Director’s Report	<p>Linda reviewed her report. Cheryl called for a motion. Anne motioned to accept the report. Frank seconded the motion. There was no discussion.</p>	<p>Motion carried unanimously.</p>
Treasurer’s Report	<p>Melissa reviewed the following topics: Pension payment owed to the Borough which changes the 2021 Budget, transfer of money from Operating Account to Capital Account, and the proposal to accept the new auditor.</p>	<p>The Board accepted the Bank Statement.</p>
Board President’s Report	<p>Cheryl reviewed the following topics: Action Plan to get minutes in a timely manner, committee assignments, and changes to the By-Laws.</p>	
Old Business	<p>There was no old business to discuss.</p>	
Public Comments	<p>Cheryl called for a motion. Frank motioned to open public comments. Bob seconded the motion.</p>	<p>Motion carried unanimously.</p>

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Ken's Comments	Ken is finding great movies for the Library.	
New Business Item #1: Accept the Resignation of Carmela Miller	Cheryl called for a motion. Gary motioned to accept the resignation of Carmela Miller. Frank seconded the motion. There was no discussion. All Trustees in a roll call vote accepted the resignation.	Motion carried unanimously.
New Business Item #2: Resolution approving transfer of funds to capital account	Resolution approving transfer of funds to capital account: Cheryl called for a motion. Melissa motioned to approve the transfer. Frank seconded the motion. There was no discussion. All Trustees in a roll call vote accepted the motion.	Motion carried unanimously.
New Business Item #3: Approval of the revised 2021 budget	Cheryl called for a motion. Melissa motioned to approve the revised 2021 budget. Frank seconded the motion. There was no discussion. All Trustees in a roll call vote accepted the motion.	Motion carried unanimously.
New Business Item #4: Approval of Kaufman, Diamond & Co (auditing services)	Cheryl called for a motion. Anne motioned to approve using Kaufman, Diamond & Co (Auditing Services). Frank seconded the motion. There was no discussion. All Trustees in a roll call vote accepted the motion.	Motion carried unanimously.
New Business Item #5: Approval of the changes to the SP Board of Trustees ByLaws	Cheryl provided information on the updates to the bylaws. Cheryl called for a motion. Frank motioned to approve the changes to the SP Board of Trustees ByLaws. Stephanie seconded the motion. There was no discussion. All Trustees in a roll call vote accepted the motion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Stephanie motioned to close public comments. Frank seconded the motion.	Motion carried unanimously.
Trustees Remarks	<p>Frank mentioned that the Friends of the Library met but there was little to report.</p> <p>Gary and Melissa hope everyone stays safe.</p> <p>Anne said to stay safe while shoveling snow too.</p> <p>Stephanie and Bob also hope everyone stays safe too.</p> <p>Annemarie thanks the staff of the Library for their good work with 1st graders and the video tour.</p> <p>Ray stated the library got a good proposal for painting the interior of the Library.</p> <p>Cheryl spoke of all the holidays in February as well as it is African-American History month and spoke of her two heroes from African-American history.</p>	
Adjournment	Cheryl called for a motion. Frank motioned to adjourn. Melissa seconded the motion.	Motion carried unanimously. Meeting adjourned at 7:07 pm.