

South Plainfield Library Board of Trustees Meeting Minutes August 12, 2025

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, Vice President/Secretary; Annemarie Stoeckel, Treasurer; Ray Rusnak, Mayor's Rep; Bill Seesselberg, School Rep; Robert A. Bengivenga; Carol Christatos; Janine Kupcho; Stephanie Wolak	
Of Note	Cheryl read Stephanie Bonanno's card thanking the Board for their support after her recent loss.	
Approval of Minutes	Cheryl called for a motion. Melissa motioned to accept the minutes from the previous meeting. Ray seconded the motion. There was no discussion.	Motion carried unanimously with Bill and Stephanie abstaining from the vote.
Payment of Vouchers	Cheryl reviewed the vouchers (checks #16343 - # 16392 totaling \$65,223.36) 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. Carol motioned to accept the report. Annemarie 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. Bob seconded the motion. There was no discussion.	Motion carried unanimously.
Statistical Report Review	Cheryl called for a motion. Annemarie motioned to accept the report. Stephanie seconded the motion. There was no discussion.	Motion carried unanimously.
Director's Report	Linda reviewed her report. Cheryl called for a motion. Carol motioned to accept the report. Melissa seconded the motion. There was no discussion.	Motion carried unanimously.
Finance and Budget/ Treasurer's Report	Annemarie presented the bank statement.	The bank statement was accepted.

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Buildings and Grounds Report	Bob stated that Linda provided updates about how the recent flood was handled during her report. Cheryl noted that she purchased a dehumidifier for the Library using petty cash.	
Policy Report	Janine noted that the committee will meet for the first time tonight.	
Personnel Committee Report	Cheryl stated that there are no updates at this time.	
Technology Committee Report	Annemarie stated that they will meet on Monday, Aug. 18th at 10:30 am with Daniel to do the inventory of the machines.	
Capital Projects Committee	Ray explained that repairs DPW had previously made to the sprinkler system waterlines failed which caused water to leak onto Plainfield Ave. LDS (landscaper and sprinkler company) was able to fix the leaking sprinkler system waterline issue.	
Community Relations Committee	Stephanie stated that there are no updates at this time.	
Mayor's Alternate Report	Ray stated that there are no updates at this time.	
Schools Report	Bill stated that they are gearing up for schools reopening. Cheryl asked why some schools did not have subscription busing available. Bill answered because those schools were already covered. Cheryl asked if the recent tax increase was from the school board. Bill replied that yes, some of the increase was for schools (as he had explained at the June Meeting).	
Board President's Report	<ol style="list-style-type: none"> 1) Cheryl commended the staff's hard work in dealing with the recent floods. Cheryl thanked Melissa and Pete Katsingris for their assistance during the flood. Cheryl also thanked Cheryl and Andy Keraga for their help in repairing the children's room desk that was damaged by water. 2) Cheryl stated that National Night Out was the biggest one yet. 3) Cheryl noted how great the summer reading program is going. 4) Cheryl shared that the Friends will walk in the Labor Day Parade. Cheryl will be a judge at the parade. 	
Old Business	There was no Old Business to discuss.	

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Public Comments	<p>Cheryl called for a motion. Bob motioned to open Public Comment. Janine seconded the motion.</p> <p>Friends Updates included:</p> <ul style="list-style-type: none"> • Lisa noted that the Friends group does not meet in July. • Cheryl stated that regarding the Jewelry Sale, she found out that the Jeweler who Julianna has been communicating with is willing to estimate the items donated for the sale. 	Motion carried unanimously.
New Business: Rescind Approval of RT Tech Electric Company for Emergency Light Relocation Project	Cheryl called for a motion. Carol motioned to rescind July 8th, 2025 approval of RT Tech Electric Company for Emergency Light Relocation Project (\$2,875.00). Bob seconded the motion. Linda explained that the reversal on the approval is needed because RT Tech Electric Company engaged JDP Electric to do the work and the name on the check to the electrician must match what was approved by the Board.	Motion carried unanimously.
New Business: Approval of Company and Amount for Emergency Light Relocation Project	Cheryl called for a motion. Janine motioned to approve engaging JDP Electric for the emergency light relocation project and to approve using \$2,875.00 from Capital Account to pay for the project. Bob seconded the motion. There was no discussion.	Motion carried unanimously.
Public Comments	Cheryl called for a motion. Bob motioned to close Public Comment. Melissa seconded the motion. Stephanie noted that they are going to have crayons and coloring available for kids who are bored at the Labor Day Parade.	Motion carried unanimously.
Trustees Remarks	<p>Bill told everyone to enjoy the rest of the summer. He and the schools are getting ready for the new year. He noted that this is the time of year that they get new enrollments and transfers. Bill stated that the buildings are in great shape. He is looking forward to the new teacher meeting this coming Monday.</p> <p>Ray said he has had a quiet summer, but did have a bad experience with some ground bees that stung him 6 or 7 times.</p>	

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Trustees Remarks, continued	<p>Annemarie stated that she is glad summer reading is going so well. She is looking forward to her vacation that starts on the 1st day of school. Melissa wished a happy birthday to Linda. Melissa loves the huge number of people who participated in summer reading. She is looking forward to her kid's senior year and going full speed ahead toward college.</p> <p>Janine said she loves seeing the money spent on books on the green sheet and that it is great to see so many new books will be available. She noted that the summer is flying by for her.</p> <p>Stephanie is looking forward to enjoying the next 2 1/2 weeks before school starts, but noted that she does miss the kids.</p> <p>Bob wished Linda a happy birthday and said God bless her. Bob reminded everyone to only go in the ocean if a lifeguard is present.</p> <p>Carol asked why the fines are so high in July. Linda answered more books were checked out which resulted in more late returns. Carol wished Linda a happy birthday. Carol noted that the pool is wonderful and she enjoyed attending the Summer Drama, Newsies. Carol warned of recent scams she learned about including one she received via US Post.</p> <p>Cheryl stated she is proud of the town and DPW for their handling of storm and flood damage, as well as for delivering the new recycling containers. Cheryl noted that the pool is wonderful, and she noted that people at the pool had complimented the library grounds. Cheryl is happy that there were 1,100 sign ups for summer reading and the program is working so well.</p> <p>Cheryl mentioned what is on this month's Diversity Events Calendar:</p> <ul style="list-style-type: none"> • Month-long Observances: <ul style="list-style-type: none"> • Intersectionality Awareness Month: Recognizes how different identities intersect and overlap • National Civility Month: Promotes treating others with kindness and respect 	

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Trustees Remarks, continued	Diversity Events Calendar, continued: <ul style="list-style-type: none"> • August 9: International Day of the World’s Indigenous People - celebrates the cultures and contributions of Indigenous peoples worldwide • August 19: World Humanitarian Day - honors humanitarian workers and raises awareness for those affected by crises • August 21: Ninoy Aquino Day - commemorates the life and legacy of Benigno “Ninoy” Aquino, Jr. • August 25: National Heroes Day - marks the anniversary of the Cry of Pugad Lawin, the beginning of the Philippine Revolution • August 26: Women’s Equality Day - commemorates the certification of the 19th Amendment granting women the right to vote in the United States • August 27: Ganesh Chaturthi - Hindu celebration of the birth of Lord Ganesha • August 30: Paryushan begins - Jain festival focused on fasting and forgiveness 	
Adjournment	Cheryl called for a motion. Annemarie motioned to adjourn. Melissa seconded the motion. The Trustees had some goodies after the meeting to wish Linda a very happy 50th birthday.	Motion carried unanimously. Meeting adjourned at 6:46 pm.