

**PISCATAWAY PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES**

Monday, November 8, 2021

Harry Parra, Board President, called the meeting to order at 7:31 p.m.

Trustees attending: Harry Parra, Lyn Hartman, Fred Cassaday, William Baskerville, Tim Dacey (exited the meeting at 7:58 p.m.)

Also attending: Heidi Cramer, Library Director; Lee Buttitta, Janet Samuels

The meeting was held via Zoom.

ANNOUNCEMENTS

MINUTES

Tim Dacey made a motion to approve the October 18, 2021 minutes and Fred Cassaday seconded. The motion carried.

TREASURER'S REPORTS FOR OCTOBER

Fred Cassaday, Treasurer, reviewed the Fine Account and the Development Account reports for the month of October 2021. Harry Parra made a motion to approve the Fine Account and the Development Account reports for October 2021. Tim Dacey seconded and the motion carried.

FINANCIAL STATEMENTS AND DISBURSEMENTS FOR OCTOBER

Fred Cassaday reviewed the Financial Statement and Disbursements for October 2021 (CY 2021). Tim Dacey made a motion to approve the Financial Statement and Disbursements for October 2021 (CY 2021) and Harry Parra seconded. The motion carried.

Fred Cassaday reviewed the October 2021 State Aid/Grant Financial Statement and Disbursements. Tim Dacey made a motion to approve the October 2021 State Aid/Grant Financial Statement and Disbursements. Harry Parra seconded and the motion carried.

COMMITTEE REPORTS

Personnel Committee: The township has approved a 2.75% increase in salary for non-union employees and a 3% increase for Department Heads for 2022. Fred Cassady made a motion to approve a 2.75% increase for library employees and a 3% increase for Director and Associate Director for 2022. Lyn Hartmann seconded and the motion carried.

Finance Committee: Lyn Hartmann reminded the Board that the $\frac{1}{3}$ of a mil minimum library funding for 2022 increased by \$419,000. Representatives of the Finance Committee discussed the increase with Tim Dacey and he indicated the increase is expected to be stable. Heidi Cramer reviewed the proposed 2022 budget with the Board. She explained the reasons for the increases and decreases made in some budget lines. \$149,404 of the funding is reserved for large building related expenses and will be labeled Capital Improvements.

Harry Parra made a motion to approve the proposed budget for 2022 and Fred Cassaday seconded. The motion carried.

DIRECTOR'S REPORT

Ms. Cramer submitted a written report.

The broken window in the Children's room has been replaced. New pumps for the HVAC system have been installed and the heat has been restored at Kennedy.

Early voting went smoothly.

The Thinking Money for Kids exhibit opened on October 14 and 100 children and caregivers attended. The exhibit has been well received by the public. The Piscataway Domestic Violence Crisis Intervention Team set up an informational display at Westergard Library

Lyn Hartmann commented on two items: Kate Baker and Sharlene Edwards hosted a discussion for parents of ESL students and a representative from Piscataway Schools. Kate Baker has also been corresponding with a librarian in Iran about how Piscataway serves immigrant populations.

OLD BUSINESS

None

NEW BUSINESS

2022 Proposed Board Meeting Schedule: The Board agreed that the October meeting should be held on Monday, October 17 because of the Columbus Day holiday.

Harry Parra made a motion to approve the 2022 Proposed Board Meeting Schedule as discussed. Lyn Hartmann seconded and the motion carried.

OPEN TO THE PUBLIC

No public present.

CLOSED SESSION

OTHER

The Board welcomed Janet Samuels who will be replacing Lee Buttitta as the bookkeeper at the end of the year.

ADJOURNMENT

Fred Cassaday made a motion to adjourn the meeting and Lyn Hartmann seconded. The motion carried and the meeting was adjourned at 8:06 p.m.

Secretary

Recorded and prepared by Lee Buttitta.