

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

April 10, 2025

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:05 PM, Ms. Anne Kahwaty presiding.

Present: Anne Kahwaty, Carol Miller, Peter Tomasi, Nancy Friedrich, Casey Fronzuto, Jennifer Cole

Absent: Thomas Kazmark, Alexis Ariemma, Shana Opdenberg, Christine Hablitz

A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to accept the Minutes of the March 12, 2025 regular meeting. Discussion: None. The motion passed on a voice vote, with Mr. Tomasi abstaining.

A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to open the meeting to the public. Discussion: None. A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to close the meeting to the public. Discussion: None. The motions passed on a voice vote.

A motion to accept the Financial Report for the month of March 2025 was made by Ms. Friedrich, seconded by Ms. Fronzuto. Discussion: We have added a Grant line in the Income section. We added Grant Expenses to Operations. \$3,000 was temporarily out of Children's Programming and added to Grant Balance. It will be added back to Children's Programming at some point in the future. A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to amend the April Budget vs. Actual to add the Grant line in Income and Expenses and to move \$3,000 from Children's Programming to the Grant Income line. On voice vote this motion passed as did the motion to accept the Financial Report.

A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to approve the bills for March 2025 for payment, subject to the availability of funds. Discussion: The PALS/PLUS invoice is a combination of three bills: (Hoopla, Assessments and Telecon). On a roll call the motion passed.

A motion was made by Ms. Fronzuto, seconded by Ms. Friedrich, to pay the salaries for the month of April 2025, in advance of the next Board meeting, subject to the availability of funds. Discussion: None. On a roll call the motion passed.

DIRECTOR'S REPORT

A motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to accept the Director's Report. Jennifer attended the PALS/PLUS meeting, plus a Safety meeting. There will be a staff meeting on April 11th. Programs: Dubai chocolate, ANCHOR tax program, Michael Gabriele – colonial taverns and NJ diners. Total Recovery, virtual college planning. Pokeman cards, sunflower seeds for Earth Day. A pressure-relieving valve was installed on the water heater. Two dead batteries were replaced in the Emergency lights. Upstairs lights have been fixed. The Director's office was treated for ants. Holmes Landscaping did Spring cleaning and ripped out bushes for the raised beds. Linda and Joe attended Breakfast with the Bunny. On a roll call the motion passed.

COMMITTEE REPORTS

Executive: Ms. Kahwaty, Ms. Millet, Mr. Tomasi: No report

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: See above. Will order Children's furniture this year.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Miller: Six policies need to be updated. Will be completed by the end of the summer.

Human Resources: Ms. Kahwaty, Ms. Miller, Mr. Tomasi: No report.

School and Outreach: Ms. Opdenberg, Ms. Friedrich: No report.

Friends: Ms. Kahwaty, Mr. Kazmark, Ms. Friedrich, Ms. Fronzuto: Next meeting is Tuesday, April 15th.

Arts and Culture: Ms. Miller, Ms. Friedrich. Mr. Kazmark: The Paterson Museum is presenting an exhibit on NJ diners.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: We have been awarded the City Green grant. We have applied for a \$6,000 Rev250 grant; will

know by April 30th. We also applied for the NJ State on the Arts Creative Aging Initiative; will know by the end of July 2025.

Strategic Planning 2025-2030: The committee received the survey results. Will meet in April to formulate the final plan. 237 responses were received.

CORRESPONDENCE

We received a letter from the NJ State Library's president informing us what is being threatened by the proposed Federal cuts, i.e. EBSCO, Hoopla. Braille programs.

OLD BUSINESS

New Trustee/Current Trustee Refresher Video Training: Report hours to Jennifer.

Monthly Trustee Meeting: Report hours to Jennifer.

Library Website Hosting Company: Position has been filled.

NEW BUSINESS

Trustee Financial Disclosure Statement forms must be filed by April 30th.

There will be a reception on Friday evening, May 2nd for the in-house resident artists from the Montclair Art Museum who will be displaying their artwork here in the library. Alcohol will be served, pending approval to be granted by the Township Council at their next Council meeting.

NJLTA membership renewal for the Trustees was paid.

There will be a summer solstice community garden party on Friday, June 20th from 6:30 PM to 8:00 PM on the library's grounds. Shannon and Jared have already started the raised beds.

OTHER BUSINESS

None.

There being no further business, a motion was made by Ms. Friedrich, seconded by Ms. Fronzuto, to adjourn the meeting. The meeting was adjourned at 7:43 PM. The next regular meeting will be held on Thursday, May 8, 2025 at 7:00 PM.

Respectfully submitted, Carol Miller, Vice-President/Secretary