

## Little Falls Public Library Board of Trustees

### Regular Meeting Minutes

April 11, 2024

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, Adam Zurbruegg, Thomas Kazmark, Shana Opdenberg, Jennifer Cole.

Absent: Christine Hablitz

A motion was made by Ms. Opdenberg, seconded by Ms. Friedrich, to accept the Minutes of the March 14, 2024 regular meeting. Discussion: None. The motion passed on a voice vote.

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

A motion to accept the Financial Report for the month of March 2024 was made by Mr. Zurbruegg, seconded by Ms. Opdenberg. Discussion: We are currently at 19 percent of our budgeted expenses. We are getting ready to pay PERS. We haven't received the monies from the ROID grants yet. On a roll call the motion passed.

A motion was made by Ms. Fronzuto, seconded by Ms. Friedrich, to approve the bills for March 2024 for payment, subject to the availability of funds. Discussion: Holmes Landscaping: The sprinklers have been turned on. Lorrain Salerno: Strength and Balance programming. The Mindful Nest: Kids yoga. On a roll call the motion passed.

A motion was made by Mr. Kazmark, seconded by Ms. Opdenberg, to pay the salaries for the month of April 2024, 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. Fronzuto, seconded by Mr. Zurbruegg, to accept the Director's Report. Discussion: Jared is our new part-time library assistant. Jennifer attended strategic planning sessions given by the State library. Boogie Woogie Babies is Wednesday, April 24<sup>th</sup>. Monday, April 22<sup>nd</sup> is Earth Day Garden Club with Pete Tomasi. Wednesday, April 24<sup>th</sup> Jeff will be doing a tour of historic sites in New Jersey on Facebook Live. Produce Pete and Susan Bloom will be here on Tuesday, April 30<sup>th</sup> at 6:30 PM. The DPW hung up an extra art bar in the display area. The audit has been completed. For National Library Week the staff posed on Facebook

with their favorite book. Three library trustee terms are expiring in May: Anne Kahwaty, Tom Kazmark and Nancy Friedrich. On a roll call the motion passed.

#### COMMITTEE REPORTS

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

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: There is a hole on a wall inside the library. The daffodils out front are blooming.

Policy and Planning: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Ms. Fronzuto: The next policies that the committee will be updating are Security Policy, Photo and Video Policy and Computer Policy.

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

School and Outreach: Ms. Opdenberg, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: No report.

Friends: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto: There will be an Open House on April 23<sup>rd</sup> at the library. The group is looking for help with that.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: The current display is a 3D Lego display. A needlepoint display is up next.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: Still looking for new grants.

CORRESPONDENCE: None

#### OLD BUSINESS:

Monthly Trustee Meetings: We need seven hours a year to maintain our State funding. Each Trustee needs to do one hour. You can do any one from this past calendar year, then report your hours to Jennifer.

#### NEW BUSINESS:

Financial Disclosure Statements for the Township: These need to be completed by April 30<sup>th</sup>. Any questions, call Cynthia at Town Hall.

#### OTHER BUSINESS:

The September 12, 2024 regular Trustee meeting has been changed to Wednesday, September 11, 2024 at 7:00 PM.

Farmers Market: Jennifer would like to cut down on the number of weeks the library is there. Ms. Kahwaty would like us to be there four times from May to October. Jennifer will make a schedule to be presented at the next meeting.

There being no further business, a motion was made by Ms. Opdenberg, seconded by Ms. Fronzuto, to adjourn the meeting. The meeting adjourned at 7:40 PM. The next regular meeting will be held on Thursday, May 9, 2024 at 7:00 PM.

Respectfully submitted,

Carol Miller, Vice-President/Secretary