

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

December 12, 2024

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:06 PM, Ms. Anne Kahwaty presiding.

Present: Anne Kahwaty, Carol Miller, Peter Tomasi, Adam Zurbruegg, Nancy Friedrich, Christine Hablitz, Tom Kazmark, Casey Fronzuto, Shana Opdenberg, Jennifer Cole

Absent: None

A motion was made by Mr. Zurbruegg, seconded by Ms. Hablitz, to accept the Minutes of the November 13, 2024 regular meeting. Discussion: None. The motion passed on a voice vote, with Ms. Fronzuto and Ms. Opdenberg abstaining.

A motion was made by Ms. Friedrich, seconded by Ms. Opdenberg, to open the meeting to the public. Discussion: None. A motion was made by Mr. Kazmark, seconded by Mr. Zurbruegg, 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 November 2024 was made by Ms. Friedrich, seconded by Ms. Opdenberg. Discussion: We are in a good spot. We are getting proposals for the furniture. We will ask Millenium to look and see if there are grants. We may purchase the furniture piecemeal. E-Books are at 39 percent; we are waiting for an outstanding bill. Maintenance and Repairs did not use a lot this year. We passed the State inspection for the boiler. Executive Committee will meet in January to discuss raises and budget. We will move money into Capital in the new year. On a roll call the motion passed.

A motion was made by Mr. Zurbruegg, seconded by Ms. Hablitz, to approve the bills for November 2024 for payment, subject to the availability of funds. Discussion: None. On a roll call the motion passed.

A motion was made by Ms. Friedrich, seconded by Ms. Opdenberg, to pay the salaries for the month of December 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. Friedrich, seconded by Ms. Opdenberg, to accept the Director's Report. Discussion: The staff attended training on children's behavior. Al is out on medical leave for the rest of the year. Programs: Polka, Garden Club, Poetry Reading, PVHS music program (band and choir). Gingerbread Houses, Mario Kart Party. The boiler passed inspection. The Daisy Troop did a Picasso craft. Sophia, the winner of the LF Education Foundation's fundraiser, won a personalized Book Club at the library. News12 did a piece on the Abe Vigoda memorabilia display. On a roll call the motion passed.

COMMITTEE REPORTS:

Executive: Ms. Kahwaty, Ms. Miller, Mr. Tomasi: Will meet to discuss 2025 budget and staff raises.

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: A/C cleaning will be done in the Spring. We are getting quotes for lighting and for children's furniture.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Miller: Updating new policies has been pushed out to February.

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

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

Friends: Ms. Kahwaty, Mr. Kazmark, Ms. Friedrich, Ms. Fronzuto: Next meeting if Tuesday, January 22nd.

Arts and Culture: Ms. Miller, Ms. Friedrich, Mr. Zurbruegg, Mr. Kazmark: Picasso art from the Daisy Troop is on display.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: Grant for \$3,000 has been submitted for a library garden of three raised beds in the patio area. The library will match it for 50 percent. Linda has submitted a maker's grant for a sewing machine. We are also asking Millenium to get us a grant for a 3D printer.

Strategic Planning for 2025 to 2030: The committee met and selected ten questions to send out on Survey Monkey. We will have hard copies at the Front Desk. It will also go out on social media, the library's email and the Township email blast.

CORRESPONDENCE: None.

OLD BUSINESS:

Trustee Video Training: Report hours.

Monthly Trustee Meetings: Report hours.

Library Website Hosting Company: Will need to hire someone next year.

Douglas Zucker (library attorney): Has been finalized.

Patel History Heritage Foundation: We will be having a reception for this family who donated children's history books. The Board will be invited. Will take place in January.

NEW BUSINESS:

PALS/PLUS 2025 Voting Representative and Alternate Resolution: Jennifer is our representative and Joe is our alternate. A motion to accept this Resolution was made by Ms. Fronzuto and was seconded by Ms. Friedrich. On a roll call the motion passed.

Library Closures: 12/24, 12/25, 12/31, 1/1

2025 Budget and 2025 Staff Raises: See above.

Staff Holiday Luncheon (January): The Board will be invited.

OTHER BUSINESS:

Gov. Murphy signed book banning into law last week; i.e. the Freedom to Read Act.

There being no further business, a motion was made by Ms. Friedrich, seconded by Ms. Hablitz, to adjourn the meeting. The meeting was adjourned at 7:27 PM. The next regular meeting will be held on Thursday, January 9, 2025 at 7:00 PM.

Respectfully submitted, Carol Miller, Vice-President/Secretary