

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

January 8, 2026

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:02 PM, Ms. Anne Kahwaty presiding.

Present: Anne Kahwaty, Carol Miller, Peter Tomasi, Nancy Friedrich, Casey Fronzuto, Thomas Kazmark, Alexis Ariemma, Shana Opdenberg, Jennifer Cole

Absent: Christine Hablitz

A motion was made by Ms. Fronzuto, seconded by Ms. Opdenberg, to accept the Minutes of the December 11, 2025 meeting. Discussion: None. On a voice vote the motion passed.

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

A motion was made by Mr. Tomasi, seconded by Ms. Opdenberg, to accept the Financial Report for the month of December 2025. Discussion: We did well with the budget in 2025. On a roll call the motion passed.

A motion was made by Ms. Friedrich, seconded by Ms. Opdenberg, to approve the bills for December 2025 for payment, subject to the availability of funds. Discussion: There are two sets of bills to be approved, those as of December 30th and those as of January 8th. On a roll call the motion passed.

A motion was made by Ms. Friedrich, seconded by Mr. Kazmark, to pay the salaries for the month of January 2026, 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: Linda, Joe and Jared re-joined their PALS/PLUS committees. Programs: Teen Advisory Board, Hello World Steam Center, Pediatric OT. Geraldine Rockefeller, Total Recovery, President Ulysees and Julia Grant. A \$300 donation in memory of Jeremiah Brady was received. The last computer will be set up the end of January. The weeding of the Travel section has been finished. On a voice vote the motion passed.

COMMITTEE REPORTS

Executive: Ms. Kahwaty, Ms. Miller, Mr. Tomasi: Will meet on Tuesday, January 13th to do Jennifer's review.

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Kazmark: The outdoor holiday lights are coming down this month.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Miller: Two policies are currently in the process of being reviewed.

Human Resources: Ms. Kahwaty, Ms. Miller, Mr. Tomasi, Ms. Fronzuto: Jared will be full-time beginning this month. We need to find a replacement for Shannon.

Schools and Outreach: Ms. Fronzuto, Ms. Ariemma, Ms. Friedrich: No report.

Friends: Ms. Friedrich, Ms. Ariemma, Mr. Kazmark: Next meeting is Tuesday, January 20, 2026 at 7:30 PM. It will be a pizza party. Group approved a 2026 Summer Reading Program donation in the amount of \$3,000.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Kazmark: Current exhibit is memorabilia of President Ulysses and Julia Grant.

Grants: Ms. Kahwaty, Ms. Hablitz, Ms. Friedrich, Ms. Fronzuto: Rev250 videos are posted on YouTube. Submitted application for year 2 of CitiGreen garden grant.

CORRESPONDENCE:

The NJ State Library wants updated info on Board members. We need to pay a yearly fee

OLD BUSINESS:

Each Trustee must now do two hours of training every year. The period to watch their videos is from January 2026 through December 2026.

The furniture for the Children's section should be delivered this month.

The last computer was upgraded today.

Camera replacement: We will use our current company. We received a quote of \$7,000.

Legal Notices: Effective March 1st all notices will be posted on our website.

NEW BUSINESS:

Review/Approve 2026 Budget: We will put \$124,237 into Capital for painting, carpeting and circulation desk. \$45,000 for children's furniture. We will look at possible bathroom renovations after the above work is completed. Utilities are going up. Books are down; we are purchasing them from Amazon. There is an increase in E-books; they are more expensive than regular books. Programming has increased. On the Staff side we are adding new employees. A motion was made by Ms. Fronzuto, seconded by Mr. Kazmark, to approve the 2026 Budget. On a roll call the motion passed.

Review/Approve 2026 Staff Increases: We have done our best to bring our staff salaries up to or near recommended salary ranges. A motion to accept the 2026 staff increases was made by Ms. Fronzuto, seconded by Mr. Tomasi. On a roll call the motion passed.

2026 Library Resolutions:

A motion to accept the 2026 Petty Cash Fund Resolution was made by Ms. Friedrich, seconded by Ms. Opdenberg. On a roll call the motion passed.

A motion to accept the 2026 Money Market Account Signatories at Provident Bank was made by Ms. Friedrich, seconded by Ms. Opdenberg. Signatories are Anne Kahwaty, President; Carol Miller, Vice-President/Secretary; Peter Tomasi, Treasurer; Jennifer Cole, Director. On a roll call the motion passed.

A motion to accept the 2026 Capital Budget Resolution was made by Mr. Tomasi, seconded by Ms. Opdenberg. Balance as of December 31, 2025 was

\$166,085.81. \$124,237 was transferred into Capital from 2025 Budget. New balance for 2026 in Capital account is \$290,322.81. On a roll call the motion passed.

A motion to accept a Resolution changing our legal representation to Hatfield and Schwartz Law Group was made by Mr. Kazmark, seconded by Ms. Opdenberg. Our attorney, Douglas Zucker, has moved to this law firm. On a roll call the motion passed.

2025 Year in Review: Jennifer went over all the accomplishments and major events from the past year.

Updated 2026 Library Closures: A motion to adopt the new 2026 library closures was made by Ms. Opdenberg, seconded by Ms. Friedrich. On a voice vote the motion passed.

Library Closure: The library will be closed on Monday, January 19th for MLK Day.

Capital Plan: The capital plan will be approved at the February Board meeting. Updates are currently in progress.

OTHER BUSINESS: None

There being no further business, a motion was made by Ms. Friedrich, seconded by Ms. Opdenberg, to adjourn the meeting. The meeting was adjourned at 7:41 PM. The next regular meeting will be held on Thursday, February 12, 2026 at 7:00 PM.

Respectfully submitted,

Carol Miller, Vice-President/Secretary