

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

September 11, 2025

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

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

Absent: Christine Hablitz

A motion was made by Mr. Tomasi, seconded by Ms. Opdenberg, to accept the Minutes of the June 12, 2025 regular meeting and the 2025 Reorganization meeting. Discussion: The minutes of the Reorganization meeting were amended as follows: Ms. Kahwaty removed herself as a member of the Schools and Outreach committee. Ms. Fronzuto removed herself from the Friends committee. A motion was made by Mr. Tomasi, seconded by Ms. Fronzuto, to accept the additions and removals to the committees. On a voice vote the motion passed. The motion to accept the amended Minutes passed on a voice vote.

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 Ms. Friedrich, seconded by Mr. Kazmark, to close the meeting to the public. Discussion: None. The motions passed on a voice vote.

A motion to accept the Financial Reports for the months of June, July and August 2025 was made by Ms. Friedrich, seconded by Ms. Opdenberg. Discussion: We are in good shape. We will move monies from Maintenance Supplies, Equipment and Furniture to accommodate late year expenses. We over-budgeted \$90,000 for FICA/PERS. We are covered for when we get the bill. We also over-budgeted for health benefits. On a roll call the motion passed.

A motion was made by Ms. Opdenberg, seconded by Mr. Tomasi, to approve the bills for June, July and August 2025 for payment, subject to the availability of funds. Discussion: None. 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 September 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 Mr. Kazmark, seconded by Ms. Opdenberg, to accept the Director's Report. Discussion: Two new assistants started in June. Jennifer and Linda watched a seed borrowing webinar. Jennifer, Linda, Jeff and Joe watched a webinar on possible programs for the upcoming 250th anniversary of the American Revolution. One hundred and twenty children have signed up for the Summer Reading Program. Programs: Learn to play canasta; Strength and Balance returns on September 17th; Mid-Century Melodies; Saturday Cooking Class; Storytime and Rhymetime; Melody Mom Musical Program on September 26th. There was an electrical glitch affecting the A/C. Jennifer and Shannon worked all summer on the new website. It is now up and running. We acquired seven new computers to replace the older ones. We were at the Farmers Market on July 20th, August 10th and September 1st. The Halloween Costume Exchange returns on September 27th through October 31st. After her report, Jennifer did a video presentation of the new library website. On a voice vote the motion passed.

COMMITTEE REPORTS

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

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Kazmark: See above. Also, four to six electrical outlets on the Mezzanine need to be fixed. There are two blind spots on the grounds where Jennifer would like cameras. These locations are outside the front door and outside the staff office. She would also like cameras in at least three stacks. Jennifer is getting a quote.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Miller: Will be focusing on the seven policies listed on the agenda for tonight's meeting. These policies are at least three years old.

Human Resources: Ms. Kahwaty, Ms. Miller, Mr. Tomasi, Ms. Fronzuto: We have two new employees.

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

Friends: Ms. Friedrich, Ms. Ariemma, Mr. Kazmark: Next meeting is Tuesday, September 16th at 7:30 PM.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Kazmark: The Woman's Club of Little Falls is currently displaying their historical records. There will be a reception on Friday, September 12th from 6:30 PM until 8:30 PM.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: 95 percent of the equipment is ready for the YouTube channel videos. Jeff and Joe will start this month. The vegetable gardens were a lot of work this summer; they were a huge hit.

Strategic Planning 2025-2030: The committee put the plan together this summer. The library is more than a place for just books; it is a community hub. We had lots of input from the staff. One change was proposed on page 11: where it says three levels, replace the word level with the word floor. The lower level is not the first floor. After this correction, a motion was made by Ms. Friedrich, seconded by Ms. Opdenberg, to accept the Strategic Plan for 2025-2030. On a voice vote the motion passed.

CORRESPONDENCE:

We received a \$200 donation from Mrs. Marion Brady, a former president of the Library Board of Trustees, in memory of her husband, Jeremiah Brady.

OLD BUSINESS:

New Trustee/Current Trustee Refresher Video Training: Report hours

Monthly Trustee Meeting: Report hours.

Re-visiting Children's Furniture: We will meet tomorrow morning at 9:30 AM to look at options. We have \$120,000 in the budget for new furniture.