

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

February 8, 2024

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:01 PM, Ms. Anne Kahwaty presiding.

Present: Anne Kahwaty, Carol Miller, Peter Tomasi, Adam Zurbruegg, Casey Fronzuto, Thomas Kazmark, Jennifer Cole

Absent: Shana Opdenberg, Nancy Friedrich, Christine Hablitz

A motion was made by Mr. Tomasi, seconded by Mr. Zurbruegg, to accept the Minutes of the January 11, 2024 regular meeting. Discussion: None. The motion passed on a voice vote.

A motion was made by Ms. Fronzuto, seconded by Mr. Zurbruegg, 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 motions passed on a voice vote.

A motion to accept the Financial Report for the month of January 2024 was made by Mr. Zurbruegg, seconded by Mr. Kazmark. Discussion: Ms. Kahwaty reported that the bills listed are all for 2024. On a roll call the motion passed.

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

A motion was made by Ms. Fronzuto, seconded by Mr. Tomasi, to pay the salaries for the month of February 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 Mr. Kazmark, seconded by Ms. Fronzuto, to accept the Director's Report. Discussion: Kevin started on January 2nd as a part-time library assistant. Jeff became full-time as of February 1st as the liaison to adult programming and community engagement. The staff was provided their holiday lunch on January 24th, courtesy of the Friends. Matt's last day was Friday, February 2nd. There will be a Ukrainian Easter Egg demonstration on March 11th. Shop-Rite will be doing healthy treats for dogs on February 13th. The Dr. Seuss magic show will be on Saturday, March 2nd. Seven new computers have been ordered. Maintenance was done on the water fountain. The blinds have been fixed. The janitor sink will be fixed on February 12th. We will partner with School #1 to do cooking and life skills, courtesy of the ROID grant. Family Fun Night will be Friday, March 22nd. 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: The sprinklers will be turned on in April. The garden will be spruced up in the Spring.

Policy and Planning: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Ms. Fronzuto: We will meet via Zoom on February 13th at 7:30 PM to discuss the Comp Time policy.

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

School and Outreach: Ms. Opdenberg, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: A notice will be going out in September to parents about children's behavior in the library.

Friends: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto: Next meeting is February 20th. They are doing a promotion for Valentine's Day – a mug with chocolates.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: The I Love Lucy display (Jennifer's dolls) began on January 5th. We will start publicizing the displays/exhibits next week.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: School #2 received a grant for furniture. This information was passed on to Linda. Ms. Kahwaty will be reaching out to Linda Hoffman, Director of the Woodland Park library, to find out more about the library construction bond grant. She is also looking into an AARP Community grant.

CORRESPONDENCE: None.

OLD BUSINESS:

Monthly Trustee Meeting: Nothing yet for February.

NEW BUSINESS:

Jennifer is looking into cleaning the ceiling fan blades – they are very dusty.

An idea was discussed about partnering with businesses in town for babysitting services. The TAB kids will babysit at the library while you shop in town. Need to show receipt from business that you were there. Babysitting service is free as long as you show receipt from in-town business. Fee is \$10 if you go out of town.

OTHER BUSINESS:

Mr. Kazmark reported that the roof on the old police station/town hall will be done during Spring vacation (the first week in April). It will be a two-week job. The first week is demolition. This will affect the parking situation for our staff and patrons.

There being no further business, a motion was made by Mr. Tomasi, seconded by Ms. Fronzuto, to adjourn the meeting. The meeting adjourned at 7:29 PM. The next regular meeting will be held on Thursday, March 14, 2024 at 7:00 PM.

Respectfully submitted,

Carol Miller, Vice-President/Secretary