

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

November 10, 2021

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

Present: Anne Kahwaty, Carol Miller, Joyce Frommer, Nancy Friedrich, Peter Tomasi, Kristin Blumberg

Absent: Adam Zurbruegg, Juliann Meletta, Tracey Marinelli, Christine Hablitz

A motion was made by Ms. Friedrich, seconded by Ms. Frommer, to accept the Minutes of the October 14, 2021 meeting. Discussion: None. The motion passed on a voice vote.

A motion was made by Ms. Frommer, seconded by Ms. Friedrich, to open the meeting to the public. Discussion: Tom Kazmark, President of the Friends group, said that there will be a fundraiser on November 17th from 5 to 8 PM at Wendy's in Wayne. Fifteen percent of the proceeds will go to the Friends group. A motion was made by Ms. Friedrich, seconded by Mr. Tomasi, 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 October was made by Ms. Frommer, seconded by Ms. Friedrich. Discussion: None. On a roll call all reports were approved and the motion passed.

A motion was made by Ms. Miller, seconded by Ms. Frommer, to approve the bills for the month of October 2021, subject to the availability of funds, for payment. Discussion: None. On a roll call the motion passed.

A motion was made by Ms. Friedrich, seconded by Ms. Frommer, to pay the salaries for the month of November, 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. Frommer, to accept the Director's Report. Discussion: We have a new hire, Michele, for the Circ Desk. We received our State funding check for \$7,920. This is up \$1,666 from last year. Lakeland Bank will let us know when signatory cards are ready to be signed. The Chess Club is back with Mr. Campbell. Carpeting has been installed in the basement. There is a leak in the closet down there. The DPW used some caulk to fix it. We need a plumber to install the sink, then we have to order cabinets. We will be getting the ESL volunteers ready for training. The Little Free Library at Amity Park was vandalized. No flyer is needed for the Friends Group fundraiser at Wendy's on November 17th. Ms. Frommer asked if we could find cabinets for free on-line. Ms. Blumberg said that we need cabinets with doors that lock. She is looking at catalogs for school cabinets.

COMMITTEE REPORTS:

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

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: Progress in basement Conference Room is moving along. Ms. Miller will call Van Wingerden Gardens about getting poinsettias for the library for the upcoming holiday season. Tom Kazmark has ordered 30 holiday ornaments for sale. It is in the shape of New Jersey with Little Falls stamped on it. They will be sold at the Circ Desk.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Frommer, Ms. Meletta: They will look at the programming policy in January.

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

School and Outreach: Ms. Marinelli, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: Four people signed up for a new library card at the Farmers Market last Sunday. The school referendum will be held on December 14th. Ms. Marinelli will be doing a presentation tour throughout the township. Information is on the flyer.

Friends: Ms. Friedrich, Ms. Meletta: Tom Kazmark has gotten bookmarks to do a contest. The Book Sale will not be held in November; doing Wendy's fundraiser instead.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: Will start some planning when the Conference Room is finished and COVID subsidies.

CORRESPONDENCE:

We received \$800 in donations in memory of Judy Cipolla, Little Falls resident and library patron. We will use this money to buy a new stack for the Mystery section, along with a plaque.

OLD BUSINESS:

Bank Paperwork: Haven't heard yet when we can come in.

P Card: In process.

Reimbursement for COVID Expenses: We are not submitted anything anymore.

NEW BUSINESS:

State Funding Check: We received \$7,920.

2022 Board Meeting and Holiday Dates: New Federal holiday is Juneteenth, which will be June 20th next year.

Approval to Pay 2020 SHBP, PERS, and W/C Debt of \$4,118.72 to Township in December: Amount is pretty much what we budgeted for. A motion was made by Ms. Kahwaty, seconded by Ms. Friedrich, to approve payment of the above-mentioned debt to the Township. Discussion: None. On a roll call the motion passed.

OTHER BUSINESS:

The next Trustees workshop is Thursday, November 18th at 7 PM. The library will be closed tomorrow for Veterans Day. The Friends Group will sponsor a holiday luncheon for the staff in January. The next Friends meeting is Tuesday, November 23rd at 7PM. The Holiday Book Tree will be put up again this year.

There being no further business, a motion was made by Ms. Friedrich, seconded by Ms. Frommer, to adjourn the meeting. The meeting adjourned at 7:36 PM. The next regular meeting will be Thursday, December 9, 2021 at 7:00 PM, via Zoom.

Respectfully submitted,

Carol Miller, Vice-President/Secretary