

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

February 9, 2023

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:04 PM, Ms. Anne Kahwaty presiding.

Present: Anne Kahwaty, Carol Miller, Nancy Friedrich (left meeting at 7:47 PM), Peter Tomasi, Joyce Frommer, Casey Fronzuto, Shana Opdenberg, Christine Hablitz (arrived at 7:10 PM), Jennifer Cole

Absent: Adam Zurbruegg

A motion was made by Mr. Tomasi, seconded by Ms. Opdenberg, to accept the Minutes of the January 12, 2023 regular meeting. Discussion: None. The motion passed on a voice vote, with Ms. Frommer abstaining.

A motion was made by Ms. Friedrich, seconded by Ms. Frommer, to open the meeting to the public. Discussion: None. A motion was made by Ms. Frommer, seconded by Ms. Friedrich, 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 2023 was made by Ms. Friedrich, seconded by Ms. Frommer. Discussion: Ms. Kahwaty said that we are still waiting for the health insurance figures from the Township. Also, the figure for the Fund Balance from the Previous Year is high due to the absence of the Adult Services position. On a roll call the motion passed.

A motion was made by Ms. Frommer, seconded by Ms. Opdenberg, to approve the bills for the month of January 2023 for payment, subject to the availability of funds. Discussion: Payment for Jeremy Doyle: Demand is still there for Dungeons and Dragons. On a roll call the motion passed.

A motion was made by Ms. Fronzuto, seconded by Ms. Friedrich, to pay the salaries for the month of February 2023, 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. Hablitz, seconded by Ms. Opdenberg, to accept the Director's Report. Discussion: Still looking to fill the Adult Services position. The staff holiday luncheon was held yesterday, courtesy of the Friends group. Jennifer will be doing virtual Director training this month. Bring Your Child to the Library Day program and African Mask program all went well. Fairy Doors Scavenger Hunt will be held on February 11<sup>th</sup>. There will be a magic show for Read Across America on March 4<sup>th</sup> at 1 PM. Six people attended the Writers Café program run by Justin. The Cookbook Club will meet on February 16<sup>th</sup>. There will be a program on February 21<sup>st</sup> concerning the latest updates to IRS filing. Ms. Frommer asked if the library could make a cookbook to sell by the Friends group. Ms. Kahwaty said that we could publish family recipes, but not recipes from a cookbook. New database Pronunciator (to learn languages) is now available. We now offer Kanopy, a streaming service of movies and documentaries. Ms. Opdenberg asked if the library could do something for the parents in town who do not speak much English. Ms. Miller asked

about the ESL mentors, but Jennifer said they are still in training. The sump pump needed some repairs. The contractor working next door assisted in fixing the pump. The security camera hard drive got corrupted; waiting for a replacement. Lightbulbs need to be replaced in the outside sign. The overhead light in the Reference section needs to be fixed. The third graders are coming the library for the first time since Covid. We will see about students from School #2 coming also. Jennifer collected the Valentines created by the storytime group for Seniors and dropped them off at Representative Mikie Sherrill's office. We also have a display "Why Do We Love the Library" near the front door. On a roll call the motion passed.

#### COMMITTEE REPORTS

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

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: See above. Also, we have condensed six magazine shelves into three. Three will be removed; painting will be done and display cabinets will be installed. Artwork will be hung when that is all finished.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Frommer: There will be a meeting on February 23<sup>rd</sup>. The Conference Room policy is ready. We will discuss the Book Banning policy and vote at the March Board meeting. Ms. Frommer advised us that Glen Ridge had a challenge to six banned books. It was overruled by community protest. Ms. Kahwaty said that if someone wants a book banned at the Little Falls Library they will have to read it and then discuss their viewpoint with the Board.

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

School and Outreach: Ms. Marinelli, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: See above.

Friends: Ms. Kahwaty, Ms. Friedrich: Next meeting is February 21<sup>st</sup>.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: Once the display area is finished, we will begin to plan.

CORRESPONDENCE: None

#### OLD BUSINESS:

Staff Luncheon: See above.

Monthly Trustee Meetings: Ms. Kahwaty asked the Board members to please attend at least two sessions. Report your hours to Jennifer. The State needs to have this information.

#### NEW BUSINESS:

2023 Budget: \$102,769 was left over at the end of the year. Income for fines is going down because we are now fine-free. There is \$26, 365.94 in Capital. The Repairs line in the budget has been increased. Utilities has been increased by \$1,000. We have added \$3,000 to Electronic Materials for Kanopy. Equipment/Furnishings has been increased for the backroom remodel project. Membership/Conferences is increased for more staff training. Programming has also been increased. A motion was made by Ms. Hablitz, seconded by Ms. Frommer, to move \$102,769 into the Capital account. After discussion, on a roll call the motion passed. A motion was made by Mr. Tomasi, seconded by Ms. Opdenberg, to accept the 2023 Budget. After discussion, on a roll call the motion passed.

OTHER BUSINESS: None.

There being no further business, a motion was made by Ms. Hablitz, seconded by Ms. Frommer, to adjourn the meeting. The meeting adjourned at 7:56 PM. The next regular meeting will be held on Thursday, March 9, 2023 at 7:00 PM in the library.

Respectfully submitted.

Carol Miller, Vice-President/Secretary