

Little Falls Public Library Board of Trustees

Regular Meeting Minutes

April 8, 2021

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

Present: Anne Kahwaty, Carol Miller, Adam Zurbruegg, Joyce Frommer, Bonnie Nolan, Juliann Meletta, Nancy Friedrich, Christine Hablitz, Kristin Blumberg.

Absent: Tracey Marinelli

A motion was made by Ms. Frommer, seconded by Ms. Friedrich, to accept the Minutes of the March 11, 2021 meeting. Discussion: None. The motion passed on a voice vote.

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

A motion to accept the Financial Report for March was made by Mr. Zurbruegg, seconded by Ms. Meletta. Discussion: The PSE&G and Direct Energy bills: Still separate bills. Ms. Blumberg filled out a form to consolidate both bills. On a roll call all reports were approved and the motion passed.

A motion was made by Ms. Friedrich, seconded by Ms. Miller, to approve the bills for March for payment, subject to the availability of funds. Discussion: Bill from RMM: \$1,900. for the tree and \$400. for the stump removal. On a roll call the motion passed.

A motion was made by Ms. Frommer, seconded by Ms. Friedrich, to pay the salaries for the month of April, 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. Miller, seconded by Ms. Frommer, to accept the Director's Report. Discussion: Going to hold off filling front desk position; we are not so busy. Two pages will step up. Children's programs are filling up. Ms. Kahwaty said that the Andrew Carnegie program was very good. The tree on the front lawn was taken down. MSU volunteers will scoop out the sawdust and put in topsoil. Holmes Landscaping will put down grass seed. There will be a fundraiser for the library in June at Chipotle. The motion passed on a voice vote.

COMMITTEE REPORTS

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

Building and Grounds: Ms. Kahwaty, Ms. Miller, Ms. Friedrich: The tree on the front lawn has been removed. We received a quote from CertaPro to paint the metal trim on the front of the library; they will be using a primer and better paint. Ms. Blumberg was asked to get a second quote. Ms. Nolan said that the windows on the front of the building should be washed after the trim is painted.

Policy and Planning: Ms. Kahwaty, Ms. Friedrich, Ms. Frommer: Job descriptions are being reviewed.

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

School and Outreach: Ms. Marinelli, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: Ms. Kahwaty will put together a schedule for manning the library booth at the Farmer's Market. We will have a fundraiser at Chipotle.

Friends: Ms. Friedrich: Clothing Drive will be May 15th. Used Book Sale will be June 25th and 26th; would like to have food trucks also. Tom Kazmark has volunteered to be President.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: Committee will re-group in mid-May and look at the list of possible events suggested, to put together a year-long program. Linda B. suggested a multi-cultural event.

CORRESPONDENCE

None.

OLD BUSINESS

Tree was removed.

NEW BUSINESS

Old flagpole stand: It was removed and stones were taken away.

Website: Jeremy is looking at the first draft, filling in and doing coding. Ms. Frommer asked if we can look at the first draft before it goes live. Ms. Blumberg said yes.

Vaccinations: Ms. Nolan said that all full-time staff will have been fully vaccinated as of next week.

OTHER BUSINESS

None.

There being no further business, a motion was made by Ms. Frommer, seconded by Ms. Friedrich, to adjourn the meeting. Motion passed. The meeting adjourned at 7:29 PM. The next meeting will be Thursday, May 13, 2021 at 7:00 PM via Zoom.

Respectfully submitted,

Carol Miller, Vice-President/Secretary