

# Little Falls Public Library Board of Trustees

## Regular Meeting Minutes

May 9, 2024

The regular meeting of the Little Falls Public Library Board of Trustees was called to order at 7:06 PM, Ms. Anne Kahwaty presiding.

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

Absent: Nancy Friedrich, Shana Opdenberg

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

A motion was made by Ms. Fronzuto, seconded by Mr. Kazmark, to open the meeting to the public. Discussion: None. A motion was made by Ms. Fronzuto, seconded by Mr. Zurbruegg, 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 April 2024 was made by Mr. Zurbruegg, seconded by Ms. Hablitz. Discussion: We are paying PERS for 2023. We now have the number for 2024 and will pay that in December. Mr. Zurbruegg pointed out that there is no total for Total Budgeted Income. Jennifer will look into that programming blip. On a roll call the motion passed.

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

A motion was made by Ms. Hablitz, seconded by Ms. Fronzuto, to pay the salaries for the month of May 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. Zurbruegg, seconded by Ms. Hablitz, to accept the Director's Report. Discussion: Weeding has been done in the Fiction section. Friday night, May 10<sup>th</sup>, is the Joan Crawford program. Author Billy Pinckney will be here on May 14<sup>th</sup> talking about his book on baseball. May 17<sup>th</sup> is a pre-school art program. May 20<sup>th</sup> from 10 AM to 3 PM is an AARP program about driving for seniors – being held at the Civic Center. The sprinklers have been turned on. There are ants in Jennifer's office. Exterminators came two times. The free version of QuickBooks will no longer be supported as of June 1<sup>st</sup>. Jennifer says the staff will teach themselves. The stools from the School #1 Art Show are on display in the library. May 20<sup>th</sup> is the Ice Cream Social at School #2; Linda and Shannon will be attending. The library will have a table at the Block Party on June 11<sup>th</sup>. 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 have been turned on. The irises are blooming. Jennifer and Linda are looking into pricing for children's furniture.

Policy and Planning: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Ms. Fronzuto: The committee will work on the following policies this summer: Security Policy, Public Computers Policy, Photo and Video Policy.

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

School and Outreach: Ms. Opdenberg, Ms. Kahwaty, Ms. Friedrich, Mr. Zurbruegg: No report.

Friends: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto: Next meeting is May 21<sup>st</sup>. One new person signed up at the Open House.

Arts and Culture: Ms. Kahwaty, Ms. Miller, Ms. Friedrich, Mr. Zurbruegg: Our current display is needlework. Lots of people have signed up to display their creative works for the coming months.

Grants: Ms. Kahwaty, Ms. Friedrich, Ms. Fronzuto, Ms. Hablitz: Haven't found anything lately. Ms. Hablitz suggested we look for a grant for a collaborative garden club with Seniors.

CORRESPONDENCE: None

OLD BUSINESS:

September Board Meeting: Will be Wednesday, September 11<sup>th</sup> instead of Thursday, September 12<sup>th</sup>.

Monthly Trustee Meetings: Report hours to Jennifer.

NEW BUSINESS:

Signup for Memorial Day Parade: If interested, let Jennifer know.

Signup for Farmers Market 2024: We have four dates scheduled this season.

Summer Reading Kickoff 6/22: Setup is 10:30 AM; Event is 11 AM until 1PM. Rain date is June 29<sup>th</sup>.

Re-appointments to the Board: Anne Kahwaty, Thomas Kazmark and Nancy Friedrich were re-appointed. Ms. Kahwaty and Mr. Kazmark took the oath. Due to her absence, Ms. Friedrich will take the oath at our June meeting.

Update Strategic Plan: This is done every five years. We will start in June.

OTHER BUSINESS:

Jennifer has been employed by our library for 25 years. A small celebration with refreshments was held.

There being no further business, a motion was made by Mr. Zurbruegg, seconded by Ms. Fronzuto, to adjourn the meeting. The meeting adjourned at 7:48 PM.

The next regular meeting, plus our annual reorganization meeting, will be held on Thursday, June 13, 2024 at 7:00 PM.

Respectfully submitted,

Carol Miller, Vice-President/Secretary