

Little Falls Public Library Minutes

Meeting of March 21, 2023

In Attendance:

Chet Szymanski, President

Julie Regan, Secretary

Joan Carrig, Vice President

Frank Mendl, School Board President

Ralph Renzulli, Treasurer

Matt Powers, Trustee

Cheyenne Aney, Library Director

The regular meeting of the Little Falls Public Library Board of Trustees was held in person on March 21, 2023. The meeting was called to order by C. Szymanski at 3:28 pm.

On a motion made by M. Powers and seconded by J. Carrig, the minutes of the February meeting were unanimously accepted.

Committee Reports:

Financial Report: According to treasurer, R. Renzulli, income for the month was \$13,036 and expenses came in at \$15,630 resulting in a small loss of \$2,594. The loss was softened by an early \$2,000 annual appeal donation from the Burrows Foundation and \$3,683 received from Herkimer County which is one half of our annual grant. The GL Smith cash income account is in better shape. It's \$12,014 higher than January and nearly \$16,000 higher year over year.

Librarian's Report: The fire alarm annual inspection was conducted and it passed. Johnson Controls said they will replace the batteries next time they come to the library.

The staff has begun looking at the summer reading program. Jared Campbell has been tentatively scheduled to return. His cost is \$550. J. Regan reminded C. Aney and the Board that this program was paid for last summer by the Dale Trust Foundation. The library is planning on partnering with Connected Schools again this summer. A meeting to discuss this collaboration was held with various school staff, C. Aney and C. Writenour last week.

Toddler Time sign ups begin on March 22. We will be opening two sessions with Amy LaPluma.

Of the \$4000 we received from the ELKS grant, \$3000 was spent on supplies and \$1000 will be spent on A. La Pluma's salary. As part of the plan to increase outreach, C. Aney and C. Writenour, presented a story at Benton Hall's morning program and will be returning to the school on May 11th. Library field trips from Benton Hall will begin next year. This will include elementary students receiving library cards. Connected Schools is having a family fair on May 11th. The library will be a part of this event and have a dedicated table.

The next newsletter will go out on April 13th and will include information on the ELKS grant, the improved diamond display, and the mystery book bags. M. Powers suggested adding pictures of the various events to the newsletter and stories from the flash fiction group.

The CLRC has provided us a new contract for the digitization of photos. This will be completed in September and will cost us \$120.

Sharon has asked the library to purchase five labyrinths for meditation in hopes of offering a new class. The cost is approximately \$35 for each labyrinth. Since many entities in town offer meditation and yoga, the Board asked C. Aney to try to gauge interest and provide more feedback on the program before going ahead.

C. Aney's new hours will be from 8-4, with lunch being taken around noon. There was no participation in the Teen Advisory Board meeting but C. Aney will try again in the future. M. Powers asked if there had been any complaints about the Dragtime Story event. C. Aney said that one patron had expressed concern.

Building and Grounds Report: F. Mendl reported that the plumbing in the bathrooms seems to be working fine. The heater in the community room has been cleaned. We have received a letter from Landscapes Plus notifying us that they will no longer be taking care of the lawns. F. Mendl has agreed to take care of the lawns. The Upstate Temperature Control service agreement has been updated to include the air handling unit in the community room. On a motion made by J.Regan and seconded by J.Carrig, the motion to sign the agreement was unanimously passed.

Grants: C. Szymanski reported that according to the Department of State, the library contracts will be completed in house this week and then be presented for internal review. Once those are signed we will have five years to complete the work.

C.Szymanski presented the Board with a copy of the Strategic Investment Plan. J. Regan suggested he scan it and add it to the shared Board drive.

J. Carrig finished the final report for the prior NYS Construction Grant which was used for the sewer and heating.

We received approximately \$3500 from the CNY Arts Council for the En Plein Air which will include both children and adults.

New Business: A Staff review form was presented to C.Aney for review. She has agreed to review and update it.

The next board meeting will take place in the BoardRoom at 3:30 pm on April 18, 2023.

On a motion made by J. Carrig and seconded by R. Renzulli the Board entered into executive session at 4:00 PM.

At 4:22 the Board came out of executive session.

On a motion made by M. Powers, accepted by J. Regan and unanimously agreed upon, the board adjourned at 4:22 pm.

Respectfully submitted by Julie Regan