

Little Falls Public Library Minutes

Meeting of April 18, 2023

In Attendance:

Chet Szymanski, President	Ralph Renzulli, Treasurer
Julie Regan, Secretary	Matt Powers, Trustee
Joan Carrig, Vice President	Cheyenne Aney, Library Director
Frank Mendl, School Board President	Amy LaPuma, Storytime Instructor
Mark Regan, Public	

The regular meeting of the Little Falls Public Library Board of Trustees was held in person on April 18, 2023. The meeting was called to order by C. Szymanski at 3:30 pm.

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

Committee Reports:

Financial Report:

According to the treasurer, R. Renzulli, all is well on the financial front. We began the month with \$106,443 in the operating account and ended with \$90,870. This is a loss of \$15,352. Revenue was \$10,754 with expenses coming in at \$26,107. We had three payroll periods for a total of \$15,679 or 60% of the total expense. Two notable bills were \$2,621 paid to MidYork for electronic lending and \$1,031 paid to Johnson Controls for the annual fire alarm contract.

Librarian's Report:

The staff has continued to work on weeding the nonfiction. Currently there are one and half shelving units empty. A discussion ensued regarding the use of that space for a teen area since the previous teen room has been converted to nonfiction. Young adult books will shift to the mezzanine level.

Since there is an abundance of discarded and donated books in the basement an early book sale in May will occur. A conversation about whether this should replace or be in addition to the Canal Days book sale occurred. It was decided that we will have both sales. The May sale will take place the week of the 15th.

A. LaPluma asked about adjusting the ages for Storytime as she has everything from infants to five year olds in the same setting. She suggested making it two to five. It was decided that C. Aney and A. LaPluma would make the final decision. The summer sessions already see an adjustment with the added section and ages. A. LaPluma expressed her gratitude for the recent grant awarded to us from the Elks. She said she

was able to purchase supplies for her classes. Class sessions are now up to eighteen participants.

C. Aney discussed the recent use of passes and said both the Utica Zoo passes have already been used. The Munson Williams pass had just arrived and it will be marketed with the upcoming Munson Williams display and program coming to our library.

C. Whritenour has been given the title Youth Coordinator and John Ossowski is stepping down as leader of the knitting and crocheting group but said the group will continue on its own.

The library will have a presence at the upcoming Wellness Fair. C. Aney and C. Whritenour will attend.

The recent spring break reading challenge had fifteen participants. ReadSquared was used as a means for tracking and will be used for the summer reading program as well.

Grants:

M. Regan discussed the Beacon Grant from the Elks. The library has been awarded this second grant to be used to expand our storytime program with additional offerings and also to fund our storywalks. This grant was awarded from the Elks National Foundation in the amount of \$4000. He noted that he would need a narrative of how the money was used to submit the final report. M. Powers asked about increasing the marketing of the storytime program but since we frequently have a waitlist we have decided not to change the current marketing.

J.Carrig submitted the final pictures and report for the funding of the HVAC/Sewer project.

J.Carrig signed a funding agreement for the amount of \$4700 to be used for the upcoming En Plein Air. She asked C. Aney to look at the calendar and choose four days for the children's sessions and four days for the adult sessions. The artists have already been chosen.

J.Carrig received a \$250 grant from Walmart. This is to be used for the summer science program that Sherry will lead.

Buildings and Grounds Report:

C.Szymanski noted that he listed R.Renzulli as the secondary contact for the DRI work plan. The next step will be a contract sent to the library from the Department of State for us to sign. Then we will look for consultants to complete the work. It was discussed and decided that the terms handicap accessibility need to be added to the contract. C.Szymanski will make the update and send it back to the State.

F. Mendl asked about the elevator. C. Aney said that it has been starting and then stopping and seems to be shaking. Currently it is being used to transport books only and not people.

There is a large Steelmaster Tanker Style desk in the basement that is not being used and is taking up needed room. Someone has inquired about possibly purchasing the desk. After researching, it was discovered that this particular type of desk sells for \$600-\$900 online. It was suggested that we list it on Ebay along with a set of MCAT books that were for sale in our last book sale. C. Szymanski made a motion to auction the desk with the lowest reserve price being \$400 and with the stipulation that it needs to be picked up by the buyer. J.Carrig seconded the motion and it passed.

The next board meeting will take place in the BoardRoom at 3:30 pm on May 22, 2023.

On a motion made by C. Szymanski and accepted by J. Carrig and unanimously agreed upon, the board adjourned at 4:11 pm.

Respectfully submitted by Julie Regan