

Trustees of the Lambertville Free Public Library
Minutes August 8, 2023, 7PM
Lambertville Free Public Library
6 Lilly St, Lambertville, NJ 08530
Meeting was held in person and via Zoom

The meeting of the Trustees of the Lambertville Free Public Library was called to order at 7:00 PM by Karen Riedeburg. In addition to Ms Riedeburg, present were Trustees Albert Bauer, Kate Winslow, Matt Larkin, Stephanie Volmer, Amy Connelly, Library Director Jen Sirak, and Mayor Andrew Nowick. Ricardo Zapata was present via Zoom.

In compliance with the open public meetings act, it was announced that this was the August 8 meeting of the Trustees, which had been published in The Democrat and filed with the City Clerk for posting on the bulletin board located in City Hall.

Approval of Meeting Minutes

The minutes from the July 11, 2023, meeting were reviewed and approved. (KR motioned, ML seconded, unanimous approval)

Director's Report

- Oaxaca Day update – Oaxaca Day is on track. We can discuss potential Board volunteer roles at the meeting: greeter table, hand out programs, plus anyone who is around for cleanup would be helpful. Many board members will be at the ACME film screening Saturday evening, but will need at least one or two board members on site at the library at the same time as setup (Steph and Albert volunteered for this role). Karen will send out a signup genius for board members to work the welcome table.
- August 19 pre-Oaxaca event at Acme Screening Room – Acme will be showing some short films on the art of Oaxaca followed by a reception at the James Dupree gallery featuring similar art.
- Ricardo gave us an update on the Fisherman's Mark role (menu: 1,000 tamales, tres leches cake and horchata; hot dogs will be provided in conjunction with the Elks); volunteers will be coming Friday afternoon, all day Saturday (2 shifts) and Sunday morning; food will be moved over Sunday afternoon. Holly Hedge is providing the stereos, chafing dishes and cambros.
- IMLS National Medal – Jen is working with the state library head of grants on the medal application; the deadline is at the end of the month. It is slow going but progressing. The mayor will write a letter of support, as will the board president and one of the Latina participants. Apparently, Cory Booker is sponsoring us for this medal.
- Upcoming visit from the MAIN Executive Director - The ED of the large library consortium in northern NJ is doing some work with Fisherman's Mark and emailed that he would like to stop by to introduce himself on August 23. The Main Library Alliance is a network of 49 public libraries located in Hunterdon, Morris, Somerset and Warren Counties.

- Annual Audit – Melissa has the annual audit underway.
- Grant partnership – The historical society is going to be partnering with the library to write a grant that would capture oral and video histories of residents who immigrated from Latin America. The plan is they write the grant, we administer the money and help to carry the grant out. The final information will be available on both the library and historical society websites. (Could there be a way to expand the grant to include all non-Caucasian residents? There had been an idea to do this same sort of oral history project for Lambertville’s African-American residents.)
- Thanks to the James Dupree for hanging his amazing Oaxacan art in the gallery!

Treasury Report

The bills were presented and, on a unanimous vote, the motion to pay bills totaling \$27,281.47 plus \$149.03 (elevator maintenance) was approved.

Albert Bauer reached out to a health insurance broker about the new full-time position that will be opening here in September (with a base salary of \$47,000 per year): the library can have its own (one-person) group plan that can be started and stopped as needed. Should the library pay for this in full, or should we offer a stipend that can be put towards their insurance? Or, is there an option to get them on the state plan? What would the benefits to this be? Andrew Nowick will look into this. Also, what will be done about pensions (17% of salary for state pensions; employee can contribute an additional 7%)? Matt Larkin points out that we need to do a forecast for the coming year to see how this salary projection will affect the 2024 budget. [We will revisit this at the next board meeting after we gather more information, so the new employee can start mid-September; Karen Riedeburg points out again that this is a personnel issue that Jen will decide on; the board is just here to help gather resources and offer insight and advice.] Matt also asks, Can we have a full-time employee who is NOT part of the state system? Again, Andrew will look into this.

Committee Reports

- a. Buildings and Grounds - did not meet
- b. Community Outreach - did not meet
- c. Finance (covered above in Treasurer’s Report)
- d. Policy: Amy Connelly and Matt met and tightened up the Strategic Plan; Matt plans to write a synopsis of the Musial (sp) report so we have that info readily available as we head into fundraising; realizing we need to recognize and capitalize on Jen’s role as a thought leader— are there more places she should be speaking, etc?
- e. Strategic Planning: Matt told us about reaching out to attorney about whether the board can fundraise, etc. Does a nonprofit foundation need to be created? Matt is willing to step down from the board to head up this theoretical foundation. The Friends group seems to be wanting to continue on.

Correspondence

- The IRS approved an extension for filing the 990.

New Business

- Need for new members: Walt Jimenez is willing, as is Ed Hogue, a retired librarian. Need to inform the mayor about this ASAP so that appointment can be made.
- Need to create standing committee meetings, so more work can get done in the committee meetings.

No public comment

The meeting adjourned at 8:19 pm.