

**Trustees of the Lambertville Free Public Library Minutes**  
**March 14, 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, Library Director Jen Sirak, and Mayor Andrew Nowick, as well as Kathleen Harris, Amy Connelly, Ricardo Zapata, and Manisha Agarwal via Zoom.

In compliance with the open public meetings act, it was announced that this was the March 14 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**

a. The minutes from the December 13, 2022, meeting were reviewed and approved. (KR motioned, ML seconded, unanimous approval)

b. The minutes from the February 21, 2023, meeting were reviewed and approved. (KR motioned, ML seconded, unanimous approval)

**Director's Report:** State report is done, and showed growth: 30% more visitors and 30% increase in circulation since 2021

- Beacon digitization is done, event will be held Sat., April 1 from 3-4 pm. (Community Relations will meet with Jen to figure out how we can get more people here and maybe get some community input during the event); Mayor Nowick asked for us to send something with a link so that he can include an announcement in Lambertville Matters for one last donation push
- Staff changes: the current children's librarian is leaving in April, and there may be some other staff changes in the coming year. Possible to create a new full-time position that would be Head of Children's Services, which would create some much needed stability and consistency for the library as a whole. Budget, funding, health care, etc. all need to be further explored.
- Meeting Owl lending to the public? We are open to doing this.

**Treasury Report:** The bills for March were presented and, on a unanimous vote, the motion to pay bills totaling \$7,097.31 was approved.

- Resolutions voted on (ML motioned, KR seconded, approved by AC, MA, RZ, AB, KW, SV, ML, KR; KH abstained):
  1. 001-2023 Resolution for LFPL Operational and Capital Budgets

2. 002-2023 Resolution for Prepayments
3. 003-2023 Resolution for Electronic Payments (must be reviewed once a month by a non-signatory; this person will be Matt Larkin)
4. 004-2023 Resolution for Designation of Depository and Funds

### **Committee Reports**

a. Buildings and Grounds - did not meet

b. Community Outreach - SV reported that they met twice since the last meeting, trying to put together new goals for the Strategic Plan. Try to introduce the public to the trustees so we can be more visible ambassadors in the community; want to create some more focus groups that we can work with them over a longer period; create a flyer as part of realtors' welcome packets; work more closely with the school district;

c. Finance (covered above in Treasurer's Report)

d. Policy – Circulation Policy and Collection Development Policy were discussed and approved (KR motioned, AB seconded). Draft Social Media Policy was reviewed and discussed; will be discussed further at April meeting.

e. Strategic Planning: AC is still working on the draft

f. MOU (ad hoc): (did not meet; AN gave an updated draft to review, hope to have something to discuss at next meeting)

**New Business:** SHRSD Strategic Planning Invitation (Jen and Steph will both attend)

The meeting adjourned at 8:21 pm.