

Trustees of the Lambertville Free Public Library
Minutes October 10, 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 7:06 p.m. by Karen Riedeburg. In addition to Ms Riedeburg, present were Trustees Albert Bauer, Amy Connelly, Kathleen Harris, Ed Hoag, Walt Jiménez, Stephanie Volmer, and Ricardo Zapata (via Zoom), as well as Library Director Jen Sirak.

In compliance with the open public meetings act, it was announced that this was the October 10 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 August 8, 2023 meeting were reviewed. On a motion by Karen Riedeburg and seconded by Albert Bauer, the minutes were approved. The minutes from the September 12, 2023 meeting were reviewed. On a motion by Karen Riedeburg and seconded by Albert Bauer, the minutes were approved.

Treasury Report: The amended bills were presented and, on a unanimous vote, the motion to pay bills totaling \$26,246.91 was approved. On a motion by Karen Riedeburg and seconded by Albert Bauer, the board unanimously approved transferring \$100K from the capital account to a 5% CD for a six-month term.

Director's Report:

See attached.

The director reported that the library is forecasted to receive a \$25,000 increase in the budget; that the support for LPS is going well; that she is working with the city on the benefit needs of new full-time children's librarian; that the downstairs space will require new furniture as part of a small-group meeting space (now that the microfilm is gone); that she is working with the city on a long-term maintenance solution to the elevator problem; and that a new public computer has been ordered. During the meeting, the library's 10,000 patron signed up for a library card.

Committee Reports

New committee assignments noted below.

a. Buildings and Grounds - did not meet [New committee members: Kathleen Harris (lead), Amy Connelly, Ed Hoag, Kate Winslow]

b. Community Outreach - Met and discussed progress on an end-of-year fundraising appeal using EDDM (Every Door Direct Mail). Suggestion to include some Spanish-language in the layout, to highlight accomplishments supported by previous donations, and to make sure the mailing goes only to Lambertville residents. [New committee members: Stephanie Volmer (lead), Walt Jiménez, Kate Winslow, Ricardo Zapata]

c. Finance (covered above in Treasurer's Report) [Committee: Albert Bauer (lead), Karen Riedeburg]

d. Personnel & Policy - did not meet [New committee members: Karen Riedeburg (lead) and Kathleen Harris]

e. Strategic Planning -- did not meet [New committee members: Amy Connelly (lead), Walt Jiménez, Karen Riedeburg, Stephanie Volmer]

Correspondence: No correspondence.

New Business: The board unanimously agreed to increase Jen Sirak's salary by 10%, from \$35,000 to \$38,500, effective immediately (or at the next pay period).

The meeting adjourned at 8:26 pm.