

## **Lambertville Free Public Library Board of Trustees Meeting**

Tuesday, February 11, 2025, at 7:00 pm  
6 Lilly Street, Lambertville NJ, and via Zoom

### **AGENDA**

The meeting was called to order at 7:06 pm.

#### **Roll Call and Pledge of Allegiance**

**Present:** Trustees Albert Bauer, Amy Connelly, Kathleen Harris, Ed Hoag, Walt Jimenez, Karen Riedeberg, Stephanie Volmer, and Ricardo Zapata along with Jen Sirak, Library Director.

**Absent:** Kate Winslow.

#### **Approval of Meeting Minutes**

The minutes of the January 14, 2025, were approved with one spelling correction and the notation that Amy Connelly was not present. Karen Riedeberg made the motion and Albert Bauer seconded it.

#### **Treasurer's Report, Finance Committee Update, and Approval of Current Bills**

The bills were presented, and a motion to pay bills totaling \$9,067.49 was approved. (Resolution 007- 2025.) Karen Riedeberg made the motion and Albert Bauer seconded it.

The following resolutions were also approved:

- Resolution 003-2025 saying that the Board can use electronic payment methods to pay bills. Karen Riedeberg made the motion and Albert Bauer seconded it.
- Resolution 004-2025 listing the reasons for which the Board may pay bills between meetings. Karen Riedeberg made the motion and Albert Bauer seconded it.
- Resolution 005-2025 designating the library's official depository bank and bank accounts for library funds. Karen Riedeberg made the motion and Albert Bauer seconded it.
- Resolution 006-2025 defining the minimum and maximum base salaries of the non-union employees of the Lambertville Free Public Library. Karen Riedeberg made the motion and Albert Bauer seconded it.

#### **Director's and Children's Librarian's Reports**

The library has just received a \$10,000 unrestricted donation.

Jen updated the Board as follows:

- She is in the middle of compiling information for the annual report to the state library.
- The NJ State Library grants person has suggested that the library apply for a grant to be used for programming. Jen is thinking of programming related to the Revolutionary War

that the library would offer in 2026. Kathleen and Stephanie will work with Jen on determining if the library will go ahead with an application. If so, they will work with Jen on writing the grant.

Jen shared the following information about the lead removal and carpeting:

- Jen is going to be in Michigan between April 1 or 2 and April 6.
- March 31 or April 7 is the planned start date for the lead removal project.
- The carpet people have said they will need a week for their work.
- The big issue to consider with respect to the carpeting is that the carpet company cannot move the shelves with books on them.
- We will thus need another week on each end of the carpeting project to allow for removing the books and then returning the books to the shelves.

Discussion about various aspects of the project followed. Since decisions did not need to be made at this meeting it was decided that for the March meeting Jen will provide the board with a list of all the things she'd like to accomplish, what they will cost, which funds the money will come from, and the specific decisions the Board needs to make.

## **Committee Reports**

### ***Buildings and Grounds Committee***

Building and Grounds information was covered in the discussion about the lead removal and carpeting projects.

### ***Community Outreach Committee***

Board members should get back to Stephanie by Tuesday, February 18, if they want to make changes to their website biographical information.

The committee is considering holding a donor thank you event that would include an encouragement to check out as many books as they would like before the library closes for the lead removal/carpeting projects.

It was suggested that the library could also offer a special \$x.xx/bag sale of book sale books. Jen said that book sale books that remained could be donated to the Flemington book sale.

### ***Policy Committee***

Revisions and updates to the Board by-laws being worked on. They will be brought to the Board next month.

### ***Strategic Planning Committee***

Amy is continuing to research and pull together information about library volunteer policies, volunteer roles, and a volunteer handbook. She will have updates in the coming weeks.

**Correspondence**

There was no correspondence.

**New Business**

Ricardo Zapata shared information about the Fisherman's Mark Community Protection Program.

Amy volunteered to work on procedures and information for how the library would respond if ICE were to come into the building. Jen said that what the library is going to do should be incorporated into a policy. Karen volunteered to work with Amy on the policy.

**Public Comment**

There was no public present.

**Adjournment**

The meeting was adjourned at 9:15 pm.

Respectfully submitted,  
Kathleen Jones Harris