

Lambertville Free Public Library Board of Trustees Meeting

Tuesday, October 14, 2025, at 7:00 pm
6 Lilly Street, Lambertville NJ, and via Zoom

MINUTES

Roll Call & Pledge of Allegiance

Present were Board members Amy Connelly, Kathleen Jones Harris, Walt Jiménez, Karen Riedeberg, Stephanie Volmer, and Ricardo Zapata. Library Director Jen Sirak was also present.

Board members Albert Bauer, Ed Hoag, and Kate Winslow were absent.

Approval of Meeting Minutes – September 9, 2025, meeting

The minutes of the September 9, 2025, meeting were approved. Karen Riedeberg made the motion and Walt Jiménez seconded.

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

The Board approved bills in the amount of \$7,257.51. This represented \$6,090.06 from the Operating Account, \$884.65 from the Capital Account, and \$282.80 from the Donations Account. Karen Riedeberg made the motion to approve the resolution (2025-25) and it was seconded by Amy Connolly.

Director's & Children's Librarian's Reports

Jen reviewed the information in her monthly report, highlighting the following points:

- The Finance Committee plans to introduce the 2026 budget at the November meeting and they hope the Board will be able to approve it at the December meeting.
- Health insurance costs for 2026 will increase due to several factors, including the fact that the state is no longer supporting NJ municipalities that are enrolled in its system. The specific costs will depend on a few variables, but we should know more by the November meeting.
- Jen shared information about the state's Defined Contribution Retirement Program which is a program for employees who make more than \$5,000/year but do not make enough to be in the regular state pension system. Jen hopes to be able to share more information about this at the December Board meeting.
- Health care and pension costs have the potential to be greater than the anticipated increase of \$16,000+ in our municipal allocation.

In addition to the above information, Jen shared that:

- The LFPL 100th Anniversary read is going to be *The Personal Librarian*.

- The DMV bus program went well and the staff from the DMV were very helpful. Councilperson Kominsky was at the event and she spoke at length about the importance of the library.
- The library will be closed on Election Day for a staff work day. The staff is slowly chipping away at the remaining to-do items from the renovation.

Committee Reports

Buildings and Grounds Committee

- This Committee has not met since the last Board meeting.

Community Outreach Committee

- The Committee's top priority is updating the fundraising postcard for an end-of-year fundraiser mailing. They hope to have the mailing out in early to mid-November.
- Stephanie reported that Matt Larkin has completed the work required to form an LFPL Foundation and that the Community Outreach Committee will be making a "stay-tuned" announcement about that as part of the end-of-year mailing.

Policy Committee

- The Policy Committee is continuing to work on documents to guide the staff in dealing with situations where law enforcement comes to the library. Karen noted that the policies and procedures that the committee is using as a source of model language all refer to consulting with the library's attorney. Since LFPL doesn't have an attorney Karen is going to consult with the city about the library having access to the city's attorney.
- The Committee presented a Patron Privacy and Confidentiality Policy for Board consideration and approval. The Board voted to approve this policy. Karen Riedeburg made the motion and it was seconded by Walt Jiménez. The policy will be posted on the policy page of the library's website.
- Karen reported that the Policy Committee is also going to look at LFPL's collection and collection challenge policies to ensure that they conform to the requirements of the NJ Freedom to Read Act.

Strategic Planning Committee

- The Strategic Planning Committee is planning to meet in November.

Correspondence

Jen reported that there had been a problem with the library having duplicate tax ID numbers on file with NJ Treasury Department for purposes of its payroll taxes. She received a letter from the Treasury Department saying that this problem has now been resolved.

New Business

There was no new business.

Public Comment

There was no public present.

Adjournment

The meeting was adjourned at 8:15 pm. Karen Riedeburg made the motion and it was seconded by Walt Jiménez.

Respectfully submitted,
Kathleen Jones Harris