

# Little Falls Public Library Minutes

## Meeting of December 20, 2022

### **In Attendance:**

Chet Szymanski, President

Julie Regan, Secretary

Joan Carrig, Trustee

Cheyenne Aney, Library Director

Ralph Renzulli, Treasurer

Matt Powers, Trustee Elect

Frank Mendl, School Board President

Peg Scarano, Trustee

The regular meeting of the Little Falls Public Library Board of Trustees was held in person on December 20th, 2022. The meeting was called to order by C. Szymanski at 3:30 pm.

On a motion made by C.Szymanski and seconded by J. Carrig, the minutes of the November meeting were unanimously accepted.

### **Committee Reports:**

**Financial Report:** November's revenue was \$10,306 and expenses were \$24,924. This resulted in a loss of \$14,887. As usual, the loss was primarily payroll, which also included \$3,230 for the employee bonuses. Out of the ordinary expenses included \$1,006 for new computer equipment purchased from Mid-York and \$495 paid to Read Accounting for our annual tax filing. The Nov 1st operating account balance was \$142,003 and on Nov. 30 it was \$127,118. Operating expenses for this year were less than the previous year.

**Librarian's Report:** The recent Parent's Night Out had four kids in attendance. To improve on the program, the event will be held in accordance with the shop local weekend in the future. The library will embark on some new programs including Teen Art Night, an adult book club, and Toddler Craft Time. It was decided that preparations for future appeal letters would begin in September so they can be mailed prior to Giving Tuesday. J.Carrig suggested creating a mass email for all patrons regarding our appeal letter.

All staff will be present for the upcoming Candlelit Library event. Carol will greet guests at the historic doors and refreshments will be provided in the community room. Santa will be available for pictures with the children and an ornament and print raffle will be held. Donation boxes will be near the desk and by the door for the event. In January, the blizzard fundraiser will begin. A new logo has been created and will be used on future outgoing documents. January 12th, the library will be closed for staff training.

**Building and Grounds:** A dimmer has been installed downstairs. C.Syzmanski and F. Mendl will check the heater in the back room as the staff has commented that it is quite chilly in there.

**Grants:** J.Carrig noted that she will ask for twice the amount from the Arts Council to run another Au Plein Air series. This way we can hold one session for adults and one for children/teens. J.Carrig continues to work with the grants portal to gain access and once that is complete she will share the information with the board. Stewarts has invited us to apply for the matching Christmas money and we are considering applying for another Walmart Grant. J.Carrig is looking for a computer grant to replace the public computer.

**New Business:**

F. Mendl noted that he asked all the school board members to stop by the library and introduce themselves to Cheyenne Aney, our director.

C. Szymanski made a motion to appoint Matt Powers to the board to replace outgoing trustee, Peg Scarano. J. Carrig seconded it and it was unanimously approved.

R. Renzulli thanked P. Scarano for all her fundraising efforts over the years.

C. Szymanski made a motion to reduce the library's open hours. Currently we are open from 9-8 Monday through Friday and 9-3 on Saturdays. The proposed hours would be 10-7 Monday through Friday and 10-3 on Saturdays. J.Carrig seconded this motion and it was passed.

The next board meeting will be held on January 17, 2023 at 3:30 pm in the boardroom.

At 4:22 PM, C. Syzmanski made a motion to enter into an executive session. J. Carrig seconded the motion and the board began an executive session. At 4:52 PM, the board exited the executive session.

On a motion made by J. Regan, seconded by J.Carrig, and unanimously approved, the board adjourned at 4:53 PM.

Respectfully submitted by Julie Regan