

**Trustees of the Lambertville Free Public Library**  
**Minutes September 8, 2020**  
**Lambertville Free Public Library**  
**6 Lilly St, Lambertville, NJ 08530 6PM**  
**Meeting was held Virtually via zoom**

The meeting of the Trustees of the Lambertville Free Public Library was called to order at 6:02 PM by Matt Larkin. In addition to Mr. Larkin present were Trustees, Paul Hamilton, Jacqueline Sornstein, Stephanie Volmer, Karen Riedeburg, Amy Connelly, Rose King and Albert Bauer.

In compliance with the open public meeting act, it was announced that this was the September meeting which had been published in *The Democrat* and filed with the City Clerk for posting on the bulletin board located in City Hall.

Matt Larkin was the host for the zoom meeting and explained how a zoom meeting works, including public comment.

**Closed session:** At 6:05 PM on a motion by Matt Larkin and seconded by Amy Connelly, the Board entered closed session to discuss the hiring of a library director. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED. At 7:02 PM on a motion by Matt Larkin and seconded by Amy Connelly, the Board returned to open session. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED. Meeting called to order

**Library Director:** Based on the recommendation from the hiring committee, who received 5 resumes and interviewed three candidates, on a motion by Matt Larkin and seconded by Amy Connelly, the Board moved to offer the permanent position of Library Director to Jen Sirak with an annual salary of \$35,000 and assuming 25, not to exceed 29, hours a week with 5 paid vacation days plus PTO per state requirements and no other benefits associated with the role. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED. The entire board took some time to share their memories and experiences of interacting with Jen Sirak as parents, board members and community members. The entire board is in strong support of this hiring based on Jen's years of service as a Children's Librarian and the incredibly organized and efficient job she has done as acting Library Director, especially guiding the library through the closing and opening due to Covid 19. The entire board has the upmost confidence in Jen Sirak and we are looking forward to see how the library will grow and flourish under her lead. The board formally extended the job offer to Jen Sirak.

**Presentation of the Minutes:** Minutes from the August 11, 2020 meeting were reviewed. On a motion by Matt Larkin and seconded by Amy Connelly, the Board unanimously approved the August 11, 2020 minutes. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED.

**Treasury Report:** On a motion by Matt Larkin and seconded by Amy Connelly, the Board unanimously approved the payment of bills as presented. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED. There was a discussion surrounding the rules for an AP card. Verizon is billing \$519 for termination of service. Paul is working on those charges.

**Director's Report:** Presented by acting Director Jen Sirak.

HVAC was inspected. They are coming back with Merv 13 filters. An air duct cleaning quote of \$1800 was received. The library has 3 separate air handler units. The summer reading program was quite successful, especially in light of it being the first virtual summer program. For the first time adults were registered too.

### **Trustee Committee Reports**

**Policy-** Albert Bauer was introduced to the board. Last month a new policy for Standard Operating Procedures for new trustees was approved. Albert Bauer and Rose Kin should review those. Committee structure will be revised in light of the addition of 2 board members. Draft of the new by-laws is waiting on additional feedback and then will be shared with the entire board to be formally adopted. Amy to reach out to Evan about the discussion with Scott about the FOL.

Matt to reach out to Geoff Hewitt about appointment of new school board rep

**Building and Grounds-** Matt met with some contractors about exterior work.

**Correspondence-** An e-mail was received from Mayor Julia Fahl to discuss the library hosting a community read Toni Morrison book club. Two authors are local, Sandra Jackson and Judah Bennet. Can probably talk with them about leading a discussion. We can talk to Beanstalk about hosting. Need to review and address how this would work operationally

**Public Participation-** Bart Thurber introduced himself and congratulated Jen on her new position. He is the Director of a Museum at Vassar and has been on a previous library board

**Adjournment:** A motion was made by Matt Larkin, seconded by Amy Connelly, to adjourn at 8:23 PM. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted by Jacqueline Sornstein.