

Minutes of the Inlet Library Board

Thursday May 20, 2021

Members Present: Ellie Andrews, Sue Beck, Jean Bird, Katie Chambers, Reggie Chambers, Kim Egenhoffer, Becky Hasemeier, Mary Jane Lasher and Library Director Joanne Kelly

Members Excused: Judy Miller and Edie Schreppel

The meeting was called to order at 2 pm.

Masks: Mary Jane reviewed an e-mail from Sara Dallas which stated: "All fully vaccinated people will not be required to wear a mask. Those who are not vaccinated will need to continue to wear a mask". After discussion Reggie made a motion that the library post a sign "Mask recommended, not required if vaccinated." which was seconded by Sue and passed unanimously. In addition, Sara Dallas sent an e-mail recommending attendance at a webinar on Friday, May 21 for a session with "Ask the Lawyer" service attorney Stephanie "Cole" Adams and her team to discuss the current CDC guidelines and New York's changing mandates and how these apply to libraries. Joanne will attend. A post-session summary will be forwarded.

Sue Beck requested two items be added to the agenda: 1. Scrap book history and 2. New Board Members.

April Minutes: The minutes were distributed prior to the meeting. As there were no additions or corrections the minutes were approved on a motion by Kim, seconded by Reggie.

Treasurer's Report: Katie distributed and reviewed the April report (copy attached). Disbursements and Receipts were normal for this time of year. Disbursements were \$1,356.99 and receipts were \$61.25. Total of all funds as of April 30, 2021 was \$39,304.38 down approximately \$1,000 from March 31, 2021. The Treasurer's report was approved on a motion by Sue, seconded by Kim.

OLD BUSINESS:

- Minimum Standards: Joanne, Katie, Becky, and Mary Jane attended the Minimum Standards webinar on April 20th. This session discussed the obtaining of qualitative information from the community using an "Ask Exercise".
Katie distributed copies of the Minimum Standards Comparison chart which covers 14 areas comparing the standards through December 31, 2020 with the new standards effective January 1, 2021 (copy attached). Community input is the one area we need to address. Joanne will check with Adele to see if the board could be on the agenda at IABA's next open meeting, usually held in the fall when they showcase their projects. This would give us an opportunity to administer the "Ask Exercise". In conducting these sessions, we need a Facilitator to lead the session, a Scribe to record responses and an Observer to take notes on the "vibe" in the room. Katie volunteered to be the Scribe. Other thoughts: 1. build a "little free library"; one in the library courtyard and one in Arrowhead Park. Books from the used book room could be placed inside along with

information about the Inlet Library and perhaps a type of survey. We would need someone to build them; 2. Provide programs; 3. Conduct a survey in the library with individual patrons; 4. Place an article about the library and possible survey in the Adirondack Express and on the Library's web page.

2. By-laws: The final copy of the By-laws was distributed prior to the meeting. As there were no additions or corrections the by-laws were approved on a motion by Reggie, seconded by Becky.
3. Pandemic Operations Policy: Mary Jane reviewed e-mails from Sara Dallas regarding the need for the library to have a pandemic policy. Sue and Becky will meet with Mary Jane to review and fine tune what was developed last spring before re-opening.
4. Spring cleaning & water update: The board thanks Kim and Katie for weeding the gardens and Reggie for washing the windows. Both look great! As John Frey has been away on vacation Mary Jane checked with Ava of Risley & Townsend about the water. Ava reports that John had not heard about pumping water from the channel to the courtyard. Ava will check with John to see if he could check the condition of the point well.

NEW BUSINESS:

1. Recent Donation: The library received a check for \$10,000, issued by Morgan Stanley as instructed by Nancy Hadley. There were no instructions or restrictions as to how this donation should be used. Joanne sent a thank you to Nancy.
2. New Computers: Joanne has been informed that the library computers will not be serviced by SALS as of June. SALS only provides technical assistance for 5 years. Joanne recommends that the library replace the 2 staff computers at \$1,040 each and 2 of the 4 public computers at \$1,050 each for a total of \$4,180. In discussion it was pointed out that there is a decrease in demand for the public computers. With COVID restrictions only 2 are currently used. Once all four are in use we can decide if the remaining 2 should be replaced. Reggie made a motion to purchase 2 staff computers and 2 public computers for a total of \$4,180, which was seconded by Sue and passed unanimously.
3. Construction Grant Request: Katie stated that applications for the next Library Construction Grants must be submitted by August. This cycle includes the purchase, replacement, or installation of Broadband service. Joanne is still working with SALS and the Town to address our problems with the internet connection. The current system is unreliable. We need to know what the options are and what it would cost. This needs to be resolved before trying to enclose or cover the wiring. This grant cycle will also cover projects that improve energy conservation. Previously the Board had discussed insulating the outer walls and adding either paneling or wallboard. Katie pointed out that this would be a major project as the heating units would have to be replaced or moved. Katie did talk with Jean White, a local architect who has done work for the Raquette Lake Library. If we apply for a grant the library would have to show a 50% match capability. After much discussion it was decided not to pursue a grant for this cycle. Kim made a motion that In the Fall we obtain quotes from a contractor for insulating the walls which was seconded by Sue and passed unanimously.

4. 2021 Joint Automation Agreement: Mary Jane reviewed the agreement The Board approved the agreement on a motion by Jean seconded by Ellie. Mary Jane will sign the agreement and forward it to Dianne Winter.
5. Scrap Book History: Sue asked if anyone had pictures of the Library during the pandemic. Suggestions were made of signs and pick-up area that could be photographed.
6. New Board Members: After reviewing possible candidates Katie made a motion that Sue will contact JoAnn Meneilly and Becky will contact Jeanne Wilson to ask both to join the Board. The motion was seconded by Kim and passed unanimously.

DIRECTOR'S REPORT: Joanne distributed and reviewed her report (copy attached. Joanne made a sign for the Museum Pass on the reception counter. The pass will be in an envelope attached to the back of the sign.

The next meeting will be on Thursday, June 17, 2021 at 2 pm

The meeting was adjourned at 3:15 pm on a motion by Kim seconded by Ellie.