

Minutes of the Inlet Library Board Meeting
Thursday April 20, 2023

Present: Mary Jane Lasher, Katie Chambers, Jean Bird, Ellie Andrews, Kim Egenhofer, Sue Beck, JoAnn Meneilly, Jeanne Wilson, Becky Hasemeier, Jennifer Blakeman, Library Director Joanne Kelly
Excused: Reggie Chambers

Meeting called to order at 2:30 PM

President Mary Jane Lasher introduced Jennifer Blakeman to the board and administered her the Oath of Office as Library Trustee.

Minutes

Motion by Becky Hasemeier and seconded by Kim Egenhofer to accept the minutes of the March 16, 2023 meeting with noted corrections made. Carried

Treasure's Report

Katie Chambers reported to the board checks written and receipts received with final figures below.

Checking account balance. \$ 42,328.88	CD \$10,010.22
	Total \$67,736.79

Savings account balance \$15,397.69 (Copy Attached)

Ellie said she remembered when the pavers were put in the courtyard there was a special salt recommended to be used. Discussion followed with possibly buying ice melt in bulk.

Motion by Jean Bird seconded by Sue Beck to accept the Treasurer's report for March 2023
Carried

OLD BUSINESS

Liability Insurance update

Katie Chambers said she is working with SALS in regard to Cyber Liability MFA (Multi Factor Authentication) Insurance. She stated at the same time working with our agent on quotes from other companies

Jennifer asked about MFA with Katie explaining it is Liability Insurance that protects the Library against people that shouldn't get into our computer systems.

Flooring and Shelving update

Committee Chairman Kim Egenhofer reported the pods were to come on a semi but with that not possible there were to be delivered one at a time. Overhead wires in the courtyard hindered the second pod to be delivered there, so arrangements were made to place it in the driveway between the Library and Kalil's building. Kim gave a complete report on the mover's and Meelan's schedule's. The flooring should be completed Thursday April 27th and the movers have everything back in place by April 28,2023.

Mary Jane asked that the extra carpet tiles stored upstairs be gotten rid of with JoAnn and Kim checking on that.

Trustee Training

Jeanne gave each board member a spreadsheet showing training sessions they have attended and which members had met their requirements for 2023.

The board thanked Jeanne for setting up the Board-Director Relationship webinar. Those who attended felt it was good information explaining the relationship between the Library Director and the Trustees. Jeanne thought the sentence "stay in your lane and don't try to micro manage" was good to follow as trustees. The Trustees govern the Director manages. The board learned some items we are to do, such as job description and hold evaluations on the director and trustees. Jeanne said a red folder with forms is behind the circulation desk to fill out if a training session is taken and then leave it in the folder. She said if interested another webinar is scheduled for the fall.

Jennifer asked the question what kind of Library are we considered. Discussion followed with Katie saying she has an email from SALS explaining the type of Library we are and will have it at the next meeting.

Mary Jane stated we have a good relationship with the Town of Inlet. The town hires and pays our Librarian. Mary Jane said next month's agenda will include information so we can all gain a better understanding.

NEW BUSINESS:

By-Laws update

Mary Jane distributed copies of the Library By-Laws with the most recent updates. Upon request of a board member she will also email copies of the By-Laws to the members.

New Directory

Mary Jane gave each board member an updated directory and a folder of information to Jennifer.

Annual SALS Dinner

The Annual SALS dinner will be held Monday May 15, 2023 in Saratoga Springs. Director Joanne Kelly, Becky Hasemeier and JoAnn Meneilly will be attending.

Library Board Dinner

The date of Thursday June 8,2023 was set for the board dinner at Jean Birds.

Director's Report

Joanne gave each member a copy of her report. (Copy Attached) Keith Kelly and Jim Keough picked up the rest of our shelving from Burnt Hills and has put together a set of shelves. Volunteers will be asked to come in and help put all the shelves together when one part of the new floor is done.

Motion by Sue Beck and seconded by Katie Chambers to purchase an Adirondack Experience pass in the amount of \$75. Carried

Respectfully submitted,
JoAnn Meneilly Secretary

Meeting Adjourned 3:45 PM with Motion by Ellie Andrews and Seconded by Jeanne Wilson Carried. Next Meeting May 18, 2023 at 2:30 PM