

Minutes of the Inlet Library Board Meeting  
Thursday August 17, 2023

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

Meeting called to order at 2:00 PM

Minutes

Motion by Sue Beck and seconded by Becky Hasemeier to accept the minutes with corrections made of the July 13, 2023 meeting. Carried

Treasurer's Report

Treasurer Katie Chambers reviewed the July 2023 monthly report with the board. (Copy attached)

Checking account balance	\$ 28,882.52	CD	\$10,010.22	
Savings account balance	\$15,399.07			Total: \$54,291.81

Motion by Jean Bird seconded by Ellie Andrews to accept the Treasurer's report for July 2023. Carried

Jean Bird suggested the board look into placing some Library funds with the Community Foundation. Katie said presently they do not hold any of the Library's funds but we often receive donations and bequests through them. Katie will look into it further.

OLD BUSINESS

Open House/Ice Cream Social

Chairman Kim Egenhofer reported the event went very well and thanked her committee for all their help. Kim said placing the scooping table out from the book sale room worked well. She reported not as much traffic and determined with it being the same date as Arts in the Park folks may have parked at the Woods parking lot and then just attended the craft fair. Kim said we can later decide whether to keep the same date or go back to the original date in August. She passed out a spread sheet of social earnings from 2014-2023. (Copy attached)  
2023 Totals: 91 sundaes book sales \$246.00 donations \$376.00 Total. \$622.00

Meeting Room Policy

Mary Jane Lasher presented and recommended Inlet Library Meeting Room policy to the board Discussion and review followed with Motion by Reggie Chambers and seconded by Kim Egenhofer to accept and set the proposed Inlet Library Meeting Room Policy as presented. Carried. (Copy attached)

Training Tracking

Jeanne Wilson handed out an updated Spreadsheet on board members training sessions showing the total hours taken and those who still need required sessions for 2023. She stated everyone is almost there, meeting the 2 hr requirement. Some still need the Sexual Harassment Prevention Training. She will send those needing it a link to take it.

Courtyard: Clean/Seal/Salt

Reggie reported her and Paul will clean and seal the courtyard after Labor Day. Discussion followed with Katie Chambers saying she inquired whether the town purchased ice melt in bulk, and they do not. Board decision was for Katie and Joanne to research and purchase the correct ice melt for this winter.

Windowsill repairs/paint/radiator repairs

Joanne reported John and Eva from Risley&Townsend checked out the windowsill repairs and said they could do it. They looked at the radiators and some parts could be ordered for them. Jean Bird suggested wooden covers over the radiators would make them look nicer. Reggie requested a quote from Risley&Townsend by next meeting and if the windowsills could be done soon. Joanne will check on that.

New Business

Insurance/Budget Committee/Risley&Townsend Lease

Katie Informed the board the Library Insurance policies have been renewed for the coming year with no increase in premiums.

Katie also reported the insurance group working with SALS to get cyber liability insurance had finally sent her the application form. She also suggested to the board in addition to submitting that application, to reapply through our own agent and to Glens Falls Agency who contacted us by letter. Board in full agreement.

2024 Budget Committee members appointed: Katie Chambers, Joanne Kelly, Kim Egenhofer, and Jeanne Wilson.

Mary Jane reported the 2024 Lease is up for renewal with Risley&Townsend. Presently rent is \$550.00 monthly or \$6000.00 if paid in full. Motion by Ellie Andrews and seconded by Jeanne Wilson to renew the Lease for 2024 with Risley & Townsend for \$550 monthly or \$6000.00 if paid in full. Carried.

Mary Jane will contact Risley & Townsend.

Board discussion followed in regard to the additional staircase window that was to be ordered and put in that the Library had paid for. Joanne will look into that.

Inlet Fall Festival 9/16-17 used book room

Mary Jane asked for volunteers to help with the used book room.

Saturday: 10-12:30 Mary Jane, Jennifer 12:30-3

Sunday: 10-12:30 Kim, Jennifer 12:30-3 Ellie, Sue Scharf

Reggie recommended giving a free purple Inlet Library bag to anyone donating \$20 or more for used books.

Mary Jane asked board members to familiarize themselves with the used book room. A thank you goes out to Reggie for cleaning out and moving around some of the books. Jeanne will place the used book info for the fall festival on the library Facebook page.

Hideaway Circus: Stars Above 8/29-30

Mary Jane was asked by Mike Farmer and Linda Weal to put the word out about the circus coming to North Street in Old Forge It is six generations of folks putting it on. You can check it online at:

[starsabovecircus.com](http://starsabovecircus.com)

Director's Report

Joanne gave each member a copy of her report. ( Copy Attached with monthly library figures) Joanne reported Blue Ribbon Pest Control came and treated for the ants and she has not seen any lately. The board approved a \$15 gift card for Noah Foster for being very helpful over the summer. Matt Miller is coming in Monday after Labor to switch our phone over to Spectrum from Frontier.

Board approved Joanne to follow up on an email asking to host an educational program about Alzheimer's disease. She will also look into a place to hold the program.

Joanne said Kathy at the post office was interested in the outside urns and plants. Board decision was the plants may be available but not the urns.

Jeanne offered to help Joanne with the Library website at the end of the summer.

Respectfully submitted,

JoAnn Meneilly Secretary

Meeting Adjourned 3:40 PM with Motion by Kim Egenhofer and Seconded by Ellie Andrews Carried. Next Meeting Thursday September 21, 2023 at 2:30 PM at Inlet Public Library