

Minutes of the Inlet Library Board Meeting  
Thursday February 16, 2023

Present: Mary Jane Lasher, Jean Bird, Ellie Andrews, Kim Egenhofer, Sue Beck, JoAnn Meneilly, Jeanne Wilson, Library Director Joanne Kelly  
Excused: Reggie Chambers, Becky Hasemeier, Katie Chambers  
Meeting called to order at 2:03 PM

Minutes

Due to lack of quorum Motion by Kim Egenhofer and seconded by Jeanne Wilson to accept the minutes of the November 7, 2022 meeting. Carried  
Motion by Sue Beck and seconded by Kim Egenhofer to accept the minutes of the December 15, 2022 meeting with noted corrections made. Carried

Treasure's Report

Due to lack of quorum Motion by Jean Bird seconded by Jeanne Wilson to accept the November 2022 Treasure's report. Carried

Checking account balance	\$38,224.24	CD. \$ 10,000.00	
Savings account balance.	\$15,396.42	Total \$63,620.66	(Copy Attached)

Motion by Jean Bird seconded by Jeanne Wilson to accept the December 2022 Treasure's Report Carried

Checking account balance.	\$35,929.02	CD. \$10,010.22	
Savings account balance.	\$15,396.93	Total \$61,336.17	((Copy Attached)

Motion by Jean Bird seconded by Jeanne Wilson to accept the January 2023 Treasure's report Carried

Checking account balance	\$45,251.99.	CD. \$10,010.22	
Savings account balance	\$15,397.19.	Total \$70,659.40	(Copy Attached)

OLD BUSINESS

Stairway windows

Mary Jane reported the new stairway windows have been installed and board said the windows looked very good. Todd Marleau did a nice job, however, he only ordered 4 replacement windows and needed 5, so he has ordered an additional window.

Flooring project

Committee Chairman Kim Egenhofer answered previous questions as follows: How soon can we use the floor after it is installed, with the answer immediately.

The size of the mini mobile is 20x8 feet with four level's of shelves each 12" wide and 16 feet long. Discussion followed on if one storage unit was enough needed for the books and if the inside shelves was a good idea or more open for carts to fit into the unit And if the size of the unit would fit in front of the library

Mary Jane will check and notify the town of Inlet of the placement of the mini mobiles

Motion by Kim Egenhofer seconded by Sue Beck to contract with Mobile Mini Solutions for two 20x8 feet mini mobiles not to exceed \$1500.00. Carried

Kim reported on Warrensburg Laundry charges of 2-3x5 ' mats at \$9.25 each and 1-3x10' mat at \$10.25 with a deliver charge of \$4.95. This would be a charge of \$33.70 bi-weekly and do monthly during the summer months. Discussion continued with Motion by Kim Egenhofer seconded by Jean Bird to contract with Warrensburg Laundry for three mats to be delivered on

a by-weekly basis in the amount of \$33.70 during winter months and once a month during summer months. Carried

Kim reported meeting with several movers for the books. Some do not service our area but U-First and Clinton Moving does, however, we would have to box the books. EJA Movers was recommended by Westernville Library, who used them when Meelan's laid their flooring. Ward from EJA Movers came up and gave an estimate of \$4,320.00. This estimate includes four movers that will label each bay, move the books onto a rolling cart and move into the storage unit. Materials that won't fit into the unit they will move to one side of the library. When the floor is down they will return and move everything back. Discussion followed regarding whether all of the books would fit into one unit and felt an extra unit should be ordered. Board felt EJA movers was the choice to move the books with Motion by Kim Egenhofer seconded by Ellie Andrews to contract with EJA Movers to label each bay and move the library books out and back in from the storage units for a cost not to exceed \$7000.00. Carried

#### Liability Insurance update

Tabled to March Meeting

#### Potential Construction Projects January 2023-December 2027

Tabled to March Meeting

#### NEW BUSINESS:

##### Annual Report for 2022

Mary Jane presented the 2022 Annual report and thanked Katie and Joanne for the loads of work they put into it. Motion by Jeanne Wilson seconded by Ellie Andrews to accept the Inlet Library's 2022 Annual Report sent to SALS. Carried

##### Fire & Lights

Mary Jane asked for volunteers Saturday February 25 to help Joanne with the book sales and children will be there decorating their kites. JoAnn will be there from 10-2PM

Mary Jane said an ice sculpture has been ordered at a cost of \$350 for the Library. The IABA will cover shipping and set up-costs

##### Library History Scrapbooks

Mary Jane reported Sue Beck has updated the Library's scrapbooks. Sue reported on a new and better way to put the scrapbook pages together that will hold up better. Sue said she has completed thru December 2022. She also asked board members to take pictures at a Library event and Joanne has offered to put them into photos she can use for the scrapbook.

##### New Directory

Mary Jane gave each board member updated directory.

##### Trustee Training & Survey

Mary Jane reported SALS sends a monthly newsletter that she will pass along to board members. Some said they also receive the newsletter from Sals

Jeanne reminded the board to notify her when they take a training session. She stated she will keep track of everyone's sessions so as to meet the requirements for 2023. Jeanne reported a Sexual Harassment session will be February 22 at 10 AM and March 7 at 5 PM. Joanne will set the meeting up for February 22 in the Library for those interested. A list of 2023 Training

sessions was handed out. Jeanne mentioned some sessions she would be interested in and if others wish to it may be possible to do it as a group in the library.

New Board Member

Mary Jane asked board members to think of someone to serve on the library board due to a vacancy.

DIRECTOR'S

Joanne gave each member a copy of her report. She shared interesting numbers that are in the Annual report.

Joanne asked if the board wanted an ad in the summer guide, with Motion by Kim Egenhofer and seconded by Jeanne Wilson to run an ad in the Summer Guide at a cost of \$260 for a quarter page. Carried

Joanne reported she has and will continue to take training through KnowBe4. It is a security awareness Training organization  
(Directors Report attached)

Meeting Adjourned 4:10 PM with Motion by Sue Beck and Seconded by Ellie Andrews. Carried

Respectfully submitted,  
JoAnn Meneilly Secretary

Next meeting : Thursday March 16, 2023

Monthly Board Meeting