

Minutes of the Inlet Library Board Meeting

Thursday, November 17, 2022

Members Present: Ellie Andrews, Jean Bird, Katie Chambers, Kim Egenhofer, Becky, Hasemeier, Mary Jane Lasher, Barbara Thibado, Jeanne Wilson, and Library Director Joanne Kelly.

Members Excused: Sue Beck, Reggie Chambers and JoAnn Meneilly

The meeting was called to order at 2:35. The following agenda item was added under new business: Meeting NYS Minimum Library Standards will be #2 and Oath of Office will be #3.

October Minutes: As there were no additions or corrections to the minutes previously distributed, they were approved on a motion by Becky, seconded by Kim.

October Treasurer's Report: Katie reviewed the Treasurer's report (copy attached). The check written to Amazon for \$139 was the annual membership fee. The Treasurer's report was approved on a motion by Jean, seconded by Kim. Katie announced that she transferred \$10,000 from the checking account into a 13 month CD at 1.25% (a rate increase of .25% from our October meeting).

OLD BUSINESS:

1. Stairway windows & boiler update: In e-mails with Mike, he reported no further information on the windows. As to the Boiler, the part is under warranty but will not arrive for another 10 weeks and may be longer. Mike believes with winter weather and cold temperatures the library cannot operate with just the heat pump. The heat pump has certainly helped and allowed the library to remain open but does not effectively cover the building. The major concern is the water pipes as they are at the furthest point from the heat pump. Mike therefore ordered a new boiler. His plan is to replace the Town's boiler with the library's boiler as it is less than 10 years old. The cost of the new boiler is \$4,000 and probably another \$2-\$3,000 for installation. He expects the boiler to arrive within a week. Mary Jane sent an e-mail to John this morning with all the e-mails from Mike but has not received a reply. Prior to the meeting Katie and Mary Jane looked at the 2014 grant when the boiler was purchased at a far greater cost. The board discussed how to pay for the boiler and the hope that the Town would help. When the well and water system was installed the Town set aside \$5,000 which was not needed. It was decided we should have a board Meeting on December 15th to resolve this situation. As the discussion concluded Mike arrived to inform us the boiler has arrived, and the old boiler is being removed. He also stated the old boiler was much larger than what was needed but will work well for the Town. He also stated that since he ordered it without permission, he plans to cover the cost with his budget. The Board believes this needs more discussion.
2. New flooring: Kim reported that Meelans will be sending her a contract. A 50% deposit is required upon signing the contract. Kim spoke with Cherie, the Library Director in Lake Pleasant. They love the vinyl flooring and sent pictures. They find it is easy to keep

clean and ordered water hog mats for water and snow. They discussed how Lake Pleasant handled moving the books and shelves during the installation. They didn't have the problem we will have as they had built a new addition. Once the flooring was installed then the shelves were put up, the books moved, and the flooring installed in the old section. Cherie shared their ideas on labeling shelves and boxes, getting boxes from local stores, getting community volunteers to help. Kim reported that the week of the install Meelans will come every other day with the expectation that shelving, books, furniture would be moved on the alternate days. Kim reported that a member of the community is requesting \$15,000 from a memorial grant to fund the flooring and related expenses.

3. New shelves: On November 12th Joanne, Mary Jane, KC, and Dick loaded both vehicles with shelving from the Ballston Spa Library in Burnt Hills, NY. Pictures were taken to help with setting them up. Joanne made a second trip on November 15th but still a lot of shelving remains some of which is for shelving next to a wall. Joanne pointed out that one of the problems is not knowing if we have the right pieces as none were labeled. The board recommended that Joanne pick up all the pieces so that we would have everything needed. Better to have too many pieces.
4. Garden cleanup: A big thankyou to Kim and Jeannie for cleaning up the gardens and preparing them for winter.
5. Christmas on Main Street: Joanne purchased candy canes for the children. The Library will participate in the Town's elf scavenger hunt. Barbara, Kim. Jeanne and Mary Jane will help decorate the library on Saturday the 20th at 10:30. Joanne will work all three days from 10-3. Kim will cover Friday, Mary Jane Saturday, and Becky on Sunday.
6. Host and IABA meeting: Joanne checked with Adele about the Library hosting the October 2023 meeting. That is the month they prepare for Adirondack Kids Day. Joanne will check for November 2023.

NEW BUSINESS:

1. Investment Policy: Katie distributed and reviewed the investment policy (copy attached). As there were no additions or corrections the motion to readopt the investment policy was approved on a motion by Kim seconded by Jean.
2. Meeting NYS Minimum Library Standards: Mary Jane reviewed the e-mail from SALS and the survey which she completed (copy attached). Mary Jane reported that the Inlet Library meets all 15 standards.
3. Oath of Office: Mary Jane administered the Oath of Office for trustees to Katie and Kim. ~~And will contact JoAnn to administer the Oath by phone.~~ *Mary Jane administered the Oath of Office to Trustee JoAnn by phone.*

DIRECTOR'S REPORT: Joanne distributed and reviewed her report (copy attached). Joanne has been working on the dusty book report for adult fiction which she expects to complete by Christmas on Main Street. To date she has removed over 300 books.

NEXT MEETING WILL BE Thursday, December 15 at 2:30 pm

The meeting was adjourned at 4 pm on a motion by Ellie, seconded by Kim