

Minutes of the Inlet Library Board Meeting  
September 15, 2022

Present: Trustee's Mary Jane Lasher, Sue Beck, Jean Bird, Kim Egenhofer, Jeanne Wilson, Becky Hasemeier, JoAnn Meneilly, Library Director Joanne Kelly

Excused: Trustee's Barbara Thibado, Reggie Chambers, Katie Chambers, Ellie Andrews

Meeting called to order at 2:32 PM by President Mary Jane Lasher

Minutes

Motion by Sue Beck and seconded by Becky Hasemeier to accept the August 18, 2022 minutes. Carried.

Treasure's Report

Mary Jane reported on the Treasurer's report in Katie's absence. Mary Jane answered questions by the board in regard to the report, and will follow up with Katie on questions she was not sure of.

Checking Account balance: \$44,617.44

Savings Account balance: \$15,395.90 Total \$60,013.34

Motion by Jean Bird seconded by Jeanne Wilson and the Carried to accept the August 18, 2022 Treasure's Report. (Copy Attached)

OLD BUSINESS

Collection Management Policy

Mary Jane brought a question to the board on some wording in the collection policy that was reviewed by the board and was made part of the policy. Motion was made by Becky Hasemeier to accept the amended Inlet Public Library Collection Management Policy and Request for Material Form seconded by Kim Egenhofer and Carried. (Copies Attached)

Required Trustee Training

Mary Jane reported talking with Sara Dallas in regard to the required training for trustees and she said SALS feels it to be very important. Mary Jane said there is suppose to be a calendar of the training sessions but they are hard to locate on the website. Extensive discussion followed by the board on the need and ideas of how the board can get the training sessions. Also was discussed how certification of taking a training session would be recorded. Joanne Kelly offered to look into receiving certification to train the Sexual Harassment class that is required for trustees to take once a year.

Fall Festival

Mary Jane asked for trustees to cover the fall festival. 9/17 Becky 10-12:30 and MaryJane 12:30-3:00 9/18 Sue Beck 10-12:30 Ellie Andrews and Sue Scharf 12:30-3:00

NEW BUSINESS

Lease Agreement with Risley and Townsend

Mary Jane reported meeting with Eva in regard to renewing our lease with Risley and Townsend expiring 9/30/2022. They were in favor of renewing the lease, but requested having more space and willing to pay for for it. Discussion by the board continued in regard to increasing the lease amount. Motion by Jeanne Wilson for the lease agreement with Risley and Townsend be \$550 monthly paid by the 10th of the each month or \$6000 if paid in full for the year, seconded by Kim Egenhofer. Poll Vote showed 6 in favor 1 opposed. Carried

The Board gave a huge shout out and thank you to Joanne and Reggie for the many hours they did cleaning out the room that will now be used by Risley and Townsend.

Mary Jane requested replacing the metal file cabinet in the used book room. Motion made by Sue Beck to purchase a letter size 4 or 5 drawer metal cabinet to be used for Library records seconded by Becky Hasemeier. Carried.

#### Budget Committee

A 2023 budget committee was appointed with Jean, Jeanne, and Joanne serving on the committee with Katie.

#### Adirondack Kids Day

Joanne said the Adirondack Kids Day will be October 1st and we will host two Illustrators from 10-12 and 4-5 Authors from 1-3.

#### Carpet Cleaning

Mary Jane reported her and Joanne were talking about the need for the Library carpet to be cleaned. The last cleaning cost was \$670. Discussion by board followed with suggestion by Kim to look into replacing the carpet with a laminate flooring. It would be better than having carpeting placed down. Board in full agreement. A Committee of Kim Egenhofer Chairman and Jeanne and JoAnn were appointed to check with different companies and report back to the board.

#### Director's Report

Joanne reported the community task force has set up free WiFi quiet workplace at Inlet school. We can now refer those wishing for a quiet space for meetings or work.

Joanne said the summer reading program had 37 children sign up. Thank you notes went out to all our sponsors. The program was a great success. 160 duckies were purchased for the "my twin" program and only a dozen are left.

Joanne printed out a dusty book report for the mystery books not checked out in the last 5 years. With the help of Holly we withdrew 186 books. An adult fiction report was printed out but will be worked on at a later date.

Joanne showed the board the spine labels placed on the new books and also those labeled holiday books. (Complete Director's Report Attached)

Meeting Adjourned at 4:04 PM with Motion by Jeanne Wilson and seconded by Becky Hasemeier Carried.

Respectfully submitted, JoAnn Meneilly

Next meeting will be October 27, 2022 at the Inlet Public Library at 2:00 PM with Sara Dallas