

Minutes of the Inlet Library board Meeting
Thursday, September 21, 2023

Members Present: Ellie Andrews, Sue Beck, Jean Bird, Katie Chambers, Kim Egenhofer, Mary Jane Lasher, Jeanne Wilson, and Library Director Joanne Kelly.

Members Excused: Jennifer Blakeman, Reggie Chambers, Becky Hasemeier and JoAnn Meneilly.

The meeting was called to order at 2:30.

August Minutes: The minutes, previously distributed, were approved, with 2 minor corrections, on a motion by Ellie, seconded by Jeanne.

Treasurer's Report: Katie reviewed the Treasurer's report line by line, copy attached. Under disbursements, line 3324 Chubb is the annual Insurance premium, unchanged from last year. Under receipts, the July cash donations are from book sales. The balances as of 8/31/2023 for the checking account: \$29,201.04, for the savings account: \$15,399.46 and for the certificate of deposit: \$10,010.32. The total balance for all funds is \$54,610.72.

Katie researched available Certificates of Deposits as our current CD matures on 11/02/2023.

Community Bank has a 13-month CD at 4.6%. After discussion Katie made a motion that we close the savings account, put \$15,000 into a 13-month CD at 4.6% or better with the balance placed in the checking account. The motion was seconded by Kim and approved.

When the current CD matures the check will be put into the checking account until the Board decides the best place for that money. Katie will continue researching options available through the Community Foundation.

OLD BUSINESS:

1. Fall Festival: The Used Book Room was open from 10-3 on both Saturday and Sunday. Donations received on Saturday were \$181, Sunday \$74 for a total of \$255, an amount greater than we received since 2018.. Discussion followed regarding the hours the library is open during this event as attendance, particularly on Sunday afternoon was low. The Board is committed to participating in all Town of Inlet events.
2. Estimate for Windowsills, Radiator Repairs: No estimate available from Risley & Townsend. Mary Jane will follow-up.
3. Stairway Window: Joanne reported that ~~Mike~~ ^{Mortou} Todd has received the new window and will install it when he can.
4. Ice Melt: Katie and Joanne researched various products. Joanne ordered a 50-pound bag from Amazon for \$28 that is safe for concrete, children, and pets. Regarding the floor, Kim checked with Meelans. Since we have the carpet runners it shouldn't be a problem. If residue appears on the floor, it should easily be removed with a mop.
5. Phone system and cabinet: Joanne contacted Matt who has not received a response from Spectrum. Matt is thinking of linking our system with the Town's system. He can cover the wires with a cabinet any time. Joanne will continue to follow-up.
6. Liability Insurance: Katie spent days researching and consulting with Insurance agents regarding cyber liability insurance. She distributed a chart of cyber liability insurance quote comparisons from AmTrust and CFC (copy attached). In addition Katie distributed a summary of reasons to purchase such insurance as discussed in the October 2022 board meeting with an update (copy attached). After Katie's detailed review and board discussion Katie made a motion to purchase cyber liability insurance thru our agent on the basis of the AmTrust quote for \$796 per year. The motion carried with a second from Jean.
Discussion continued on 2 points Katie noted at the bottom of the chart. Both agents said

the library needs a general liability policy. Katie will look into this. The second concern is that the cyber liability insurance does not cover cyber-attacks/events that occur on personal devices. Katie explained that as Treasurer she will log into the Library bank account from a home computer or cell phone to print the monthly statements. Jeanne uses her personal devices to make entries on the Library Facebook page. Jeanne and Joanne will work with SALS to separate these functions. The question is should the library purchase another library laptop to be used by board members performing necessary library functions? At this time Joanne mentioned that she does not use the laptop at home so perhaps for now that device could be used by board members.

7. Rental Lease: Mary Jane reported that a rental lease has been signed with Risley & Townsend Home Improvement for space above the library for one year beginning October 1, 2023. The terms are the same: \$550 per month or \$6,000 for the year if paid by October 31, 2023.

NEW BUSINESS:

1. Moose River Farm fund raiser: Kim has been meeting with Anne Phinney of Moose River Farms, (MRF) regarding a fundraiser for the Library at the farm. Anne frequently does this for not-for profits. Anne will set the date, either a Saturday or Sunday, and provide all the advertising. Possible dates are October 21 or 22 or November 4 or 11. Anne will have the animals available either outside, if the weather allows or in the barn. She has 2 donkeys, 10 lamas, 5 horses, 3 goats, 3 turkeys, 9 geese and chickens. The library needs to set the price of admission. All money raised will go to the library. The library should provide refreshments and activities besides viewing, mingling or petting the animals. Discussion followed: perhaps Joanne could select some books which board members attending could read to groups of interested children. Refreshments should be simple: perhaps cider and doughnuts. Cost for admission should be \$10 per person, \$20 per family. Kim will follow-up with Anne to finalize the date.
2. Summer Reading Program, 2024: Joanne has applied for a grant for the 2024 summer reading program. She envisions a story walk, perhaps at Fern Park or Arrowhead Park. For details see the Director's report.

DIRECTOR'S REPORT: Joanne distributed and reviewed her report (copy attached). Take note of the Adirondack Kids Day on Saturday October 7th. The Van Rippers are strong supporters of the Inlet Library and will do a presentation explaining the Adirondack Kids story in the library on Friday evening, October 6th at 7pm.

NEXT MEETING: Thursday, October 19, 2023, at 2:30 pm in the library.

Meeting adjourned at 4:03 on a motion by Kim, seconded by Sue.