

## Minutes of the Inlet Public Library Board Meeting

Thursday, July 18, 2024

Members present: Sue Beck, Jean Bird, Jennifer Blakeman, Katie Chambers, Reggie Chambers, Kim Egenhofer, Becky Hasemeier, Mary Jane Lasher, JoAnn Meneilly, Jeanne Wilson, and Library Director Joanne Kelly.

Members excused: Ellie Andrews

1. The meeting was called to order at 2:00 pm
2. Adoption of Agenda: The agenda was approved as presented on a motion by Mary Jane, seconded by JoAnn.
3. Approval of June Meeting Minutes: The previously distributed minutes were approved as corrected on a motion by Reggie, seconded by Becky.
4. Approval of Treasurer's Report: Katie reviewed the June report (copy attached).

For June: Disbursements were \$2,245.01, and receipts were \$2,164.00. The checking account balance as of June 30 was \$43,486.69. The Certificate of Deposit remains at \$15,516.02. The total of all funds as of June 30, 2024 was \$59,002.71.

Reggie asked why we were maintaining a large balance in the checking account. Katie explained that the Board previously anticipated moving funds from checking to the Community Fund for investing but have since learned that we cannot do so.

The June report was approved on a motion by Jean, seconded by JoAnn.

5. Library Director's Report: Joanne distributed her report (copy attached) and reviewed each item.

The Board authorized Joanne to proceed with purchasing a pass to the Wild Center in Tupper Lake. This pass is similar to the one available for the Adirondack Experience in Blue Mountain Lake, which provides reduced admission and can be signed out by patrons.

JoAnn will prepare a greeting card for Library Assistant Holly Koeppel, who is dealing with health issues, and Board members were asked to stop by the library to sign the card.

6. OLD BUSINESS:
  - a. Moose River Farms Fundraiser: Kim thanked Jean, Joanne and JoAnn for reading at the event, Mary Jane for staffing the reception table, and Jeanne for picking up the refreshments. The event raised \$342.85.
  - b. Follow-up Discussion on Community Foundation: Jennifer advised that she is reviewing the material provided in the tool kit and compiling a "wish list" of projects

and purchases, using the list prepared in February 2020 as a base. There was discussion of adding removal and/or replacement of the entry way rug to the list. Joanne will inquire with the library's rug service about possible alternatives. Jennifer suggested taking a photo of the radiator and checking with Mike Bartolotti for guidance about the missing cover.

- c. Windowsill Estimate: Joanne is waiting to hear back from Hans Schmidt. If Hans cannot do the work, the Board suggested inquiring whether Matt Cahill could do the project or checking with Mike Bartolotti for advice.
- d. Electronics Cabinet: Joanne reported that Chris from SALS is ordering a cabinet and will install it when it arrives.
- e. General Liability Insurance: Katie reported that the application has been submitted.
- f. Hosting IABA Meeting: The library will host the meeting on Tuesday, August 6 at 6:30 pm. IABA members may bring their own alcohol. The library will provide lemonade, iced tea and cheese/crackers. Reggie will donate the lemonade. Jeanne will pick up the iced tea and cheese/crackers. Anticipated attendance of 20 people. Reggie, Kim, Becky, JoAnn and Joanne plan to attend.
- g. Inlet Task Force (ITF): Jennifer reported there is no new news.
- h. Construction Grant Update (automatic door): Jennifer has contacted the Indian Lake Library regarding the automatic door installed there and is awaiting a response.
- i. Story Time for Children / Inlet Youth Commission: Sue reported that Sarah Kucko is doing a great job and is wonderful with the children.
- j. Cancer Services Program: Joanne reported that she had put Nicole Wrenn of the Cancer Services Program in contact with organizers for the One Square Mile of Hope event and the two groups are working together. Mary Jane advised that the library's collaboration with these two organizations should be included in the annual report.

## 7. NEW BUSINESS:

- a. 2024 Trustee Training: The Board set up the following dates for 2024 training sessions:
  - Thursday, September 12 at 3:30 pm - mandatory Sexual Harassment Prevention Training (SHPT)
  - Thursday, October 10 at 3:30 pm – Duties & Responsibilities of the Library Trustee
  - Thursday, November 7 at 3:30 pm – Library Board Meetings

Jeanne advised that any trustee who wishes to view training sessions included on the previously distributed list of Training Session Topics on their own time can contact her and she will forward a link for the training session. A minimum of 2-hours of training are required each year (excluding the SHPT).

- b. Annual Ice Cream Social: The social will be held at the library on Sunday, August 4 from 1 – 3 pm. Kim has ordered the ice cream, hot fudge and whipped cream from Kahlil's. Jeanne picked strawberries for the event, and they are in her freezer. JoAnn, Kim and Jeanne will serve ice cream at the event. Becky will provide flowers. Other trustees are encouraged to attend to circulate with the event attendees.

- c. Arts in the Park: The library will be open from 10:00 am to 3:00 pm on Saturday and Sunday (July 20 and 21) for the Arts in the Park event. Mary Jane, Sue, Katie and Kim will help staff for the two days.

8. OTHER:

Reggie announced that she will not be seeking another term when her current term ends in November. The Board thanked Reggie for her 42 years of service and dedication to the library.

Kim asked the Board to think about a possible new trustee. Jeanne suggested Lynn Keough, and Becky offered to reach out to Lynn to see if she might be interested.

Katie reminded the Board to review the asset list distributed at the June meeting for any possible additions to the list.

Jennifer noted that the Town is updating the Master Plan and suggested that the Board include a paragraph about the library in the Plan (when established, brief history, services provided, etc.). The library's Strategic Plan can be used as a resource. Kim, Sue and Jeanne volunteered to be on a committee to draft language for the Board's review. The Town plans to complete the Plan update this fall.

Next Meeting will be Thursday, August 15, 2024 at 2 pm at Town Hall

Meeting adjourned at 3:06 pm on a motion by Reggie, seconded by Sue.

Respectfully Submitted,

Jeanne Wilson, Secretary