

Minutes of the Inlet Public Library Board Meeting
Thursday, March 20, 2025

Members Present: Sue Beck, Jean Bird, Jennifer Blakeman, Kim Egenhofer, Mary Jane Lasher, , Katie Chambers, Becky Hasemeier, Lynn Keough, Mary Lou Reich and Library Director Joanne Kelly

Members excused: Jeanne Wilson, JoAnn Meneilly

1. The meeting was called to order at 2:00pm.
2. Adoption of Agenda: The previously distributed agenda was approved as presented on a motion by Sue Beck ,seconded by Becky Hasemeier.
3. Welcome to our new board member Mary Lou Reicher. All Board members introduced themselves.
4. Administer Oath of Office for Mary Lou by President Kim Egenhofer. Mary Lou took the Oath of Office and signed the acknowledgement that she received the Library's Conflict of Interest Policy. Joanne Kelly, Library Director will issue Mary Lou a key.
5. Approval of February Meeting Minutes: The preciously distributed minutes were approved as presented on a motion by Mary Jane Lasher, seconded by Sue Beck.
6. Approval of Treasurer's Report (copy attached)
For February Disbursements were \$1,202.10 which included rent \$500.00, \$140.08 SALS annual fee for Overdrive, SALS monthly fee \$174.97, IABA membership \$50.00 and Book purchases. Total receipts were \$71.94 The checking account balance as of February 28,2025 was \$26,169.32. The Certificate of Deposit balance was \$25,073.57. The Total of all funds as of February 28,2025 is \$51,242.89. The Library did receive \$6,000.00 from Town of Inlet for windows to be replaced which will be reflected in next month's report.
The February Treasurer's Report was approved by Jean Bird, seconded by Becky Hasemeier.

Katie Chambers, Treasurer, reported February Special meeting report was submitted. NYS Financial Report completed and submitted to Comptroller. 990E completed and submitted to the IRS.

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

Warrensburg Dry Cleaning requested a key for the Library because might arrive before opening hours. They provide rugs for entry way and in front of circulation desk (twice per month during winter, once per month during summer). After Board discussion, it was agreed, for security a key will not be issued and service to continue during open hours.

The Adirondack Land Trust is offering a backpack full of birdwatching supplies to be checked out. Board agreed would be worthwhile to have for our patrons. Joanne has completed and submitted form.

Coverage from April 2 to May 13, 2025. Holly Koeppe will cover majority of days. Debbie Haynes covering Mondays and a few Saturdays. Joanne will inquire how to maintain email access for Assistants for continued Library notifications grants and other business during her absence.

8. OLD BUSINESS:

- a. Inlet Area Community Task Force: Jennifer reported Home Energy Opportunities presented by Carson Schweinsberg, Monday, March 24, 2025 at 6:30 pm at Town of Inlet. Crocheting continues, Farm Stand continues every other week. Card making activity end of April/May. Community Garden: There are 3 beds and 2 beds in upper arear available to lease. 2 Grow Towers to lease at no cost.

- b. Grant Update: Jennifer reported Follow Up Form for 2024 Generous Acts was completed and submitted.

Generous Acts for 2025 notification April 2, 2025 (A Big Screen to View in house programs/classes, slide shows and educational resources).

SALS Challenge Grant – waiting of Customer Walk-Through to complete for March 31, 2025 deadline.

Lake Placid Foundation – Inlet Library is eligible. Application will be available mid-April (email to Library Director) deadline June 1, 2025.

Submit for automatic doors or other deemed program board agrees upon.

NYS Construction Grant – open June 2025 for 2025/2026. Will submit for automatic doors too.

- c. Note to Ellie Andrews sent by Kim Egenhofer thanking her for her years of service, dedication and regret losing her. Wishes for continues recovery.
- d. Frozen Fire and Lights – Joanne Kelly reported a busy day of kite decorating. 30 kites on site were gone by noon. Next year will request more. Mary Jane suggested to continue to have an additional Trustee on sight for assistance.
- e. Kim thanked everyone who helped with cleaning the floors.
- f. Janitorial Service. Joanne Kelly followed up with contacts discussed last month. Kelly Troccoli would be available at \$50.00 once a week cleaning, provide own supplies and would arrive tonight. Melissa Quinn is also available \$40.00 once a week, library would have to provide supplies. Board discussion, Katie Chambers made a motion to hire Kelly Troccoli at \$50.00 once a week dependent on certificate of insurance/liability. To begin once the necessary documents are received. Second by Jean Bird. During meeting, Joanne Kelly did call, left a message asking if had certificate of insurance. *(after meeting adjourned Kelly Troccoli returned call. She does not have a certificate of insurance)*

9. NEW BUSINESS

- a. New Staff Roster handed out to all members. Mary Lou does not use email, correspondence through text.
- b. Video for Sara Dallas. Joanne took a video of the Inlet Library trustees wishing Sara the best in her upcoming retirement. She will submit to person requesting .

- c. SALS annual dinner Monday, May 19, 2025 will be attended by Sue Beck, Mary Jane Lasher, Becky Hasemeier and Joanne Kelly, Library Director.
- d. Roof damage Repair was completed by original contractor, Lydon Shelldrack. He will follow up in the spring to ensure is secure.
- e. Library will host Inlet Area Business Association meeting on September 2, 2025 at 6:30 pm further discussion at August meeting.
- f. Coverage for Joanne Kelly, Library Direction will be Holly Koeppe and Debbie Haynes.

OTHER:

Book Plate for retired trustees: Sue Beck mentioned to honor retired board members a book plate is placed in a book of their choosing. The Book Plate states "In honor of many years of dedication and service". (writing done by Becky Hasemeier) Need to follow up with those retired. Katie Chambers will ask Reggie Chambers, Lynn Keough will ask Ellie Andrews. Jean Bird suggested a book for Eddie.

License for movie: After discussion the board determined would not be offering public movie nights, therefore did not need to purchase a \$380.00 movie license. Lynn Keough mentioned a fantastic Storytime Online app which could augment story time program.

Kim Egenhoefer mentioned email received from SALS regarding funding cut to The Institute of Museum Library Services. There is a link to respond to.

Next Regular Meeting will be May 15, 2025 at 2:00 pm at the library.

Meeting adjourned at 3:33pm. On a motion by Sue Beck, seconded by Mary Jane Lasher.

Respectively submitted by
Jennifer Blakeman, Trustee