

## Minutes of the Inlet Public Library Board Meeting

Thursday, June 19, 2025

Members present: Sue Beck, Jean Bird, Jennifer Blakeman, Katie Chambers, Lynn Keough, Mary Jane Lasher, Mary Lou Reich, Jeanne Wilson, and Library Director Joanne Kelly

Members excused: Kim Egenhofer, Becky Hasemeier and JoAnn Meneilly

1. The meeting was called to order at 2:00 PM by Vice President Jeanne Wilson
2. Adoption of Agenda: Jennifer requested that a discussion of Arts in the Park be added to the previously distributed agenda. The topic was added as agenda item 7(d). The amended agenda was approved on a motion by Sue, seconded by Mary Lou.
3. Approval of May Meeting Minutes: The previously distributed minutes were approved as presented on a motion by Mary Jane, seconded by Katie.
4. Approval of Treasurer's Report: (copy attached).

For May: Disbursements were \$753.18. Receipts were \$7,027.63, which included \$700 for the Adirondack Foundation Generous Act Grant, \$5,000 for the SALS 2025 Construction Challenge Grant, and \$1,000 from the Inlet School District. The checking account balance as of May 31, 2025 was \$38,790.79. The Certificate of Deposit balance was \$25,073.57. The total of all funds as of May 31, 2025 was \$63,864.36.

The May report was approved on a motion by Jean, seconded by Sue.

Katie reported that the seven-month certificate of deposit would mature on June 25, 2025. Mary Jane moved that the Board authorize Katie to obtain another certificate of deposit at the best rate available through Community Bank with a term of between six and thirteen months. Motion seconded by Mary Lou and approved.

5. Library Director's Report: Joanne distributed her report (copy attached) and reviewed each item. In regards to an invitation from the Hyde Collection Museum in Glens Falls to purchase passes at \$100 for library patrons, the Board decided not to pursue the offer.

Joanne displayed the book plate she had created for books honoring each retired trustee, to be included in the library's collection.

## 6. OLD BUSINESS:

- a. Inlet Area Community Task Force: Jennifer reported that all nineteen beds in the lower level of the community garden have been sold (\$25/each). There are no classes currently. The farmer's market is now running weekly for the summer.
- b. Grants Update: Jennifer advised that an application was submitted for the Lake Placid Education Foundation grant program, entitled "Easy Access for All", for funding to assist with the automatic door project. Award announcement should be in mid-July.

Jennifer will be registering for the 2025 Mohawk Valley Gives event through the Community Foundation. The event will run from September 15 to 19.

Joanne reported that she and Jeanne had ordered the large monitor and related equipment for Trustee training presentations and community programs through the Drucker-Harris Legacy Fund at Adirondack Foundation Generous Acts Grant. The wall had been marked to show location and size for the monitor.

Jennifer reported that she is working on tracking for follow-up reports on grants, and that she was also requesting the total number of school-aged kids in Inlet as information for future grant opportunities.

Joanne noted that we have not yet heard from Lyndon Sheldrick, who was planning to evaluate the condition of the roof. If he reports that the roof needs additional work, it could potentially be a project for a future construction grant.

- c. Janitorial Services: Joanne reported that Melissa Quinn has cleaned a couple times so far and is doing a nice job.
- d. Window Replacement Update: Joanne reported that delivery of the windows has again been delayed, and they will hopefully arrive in July.
- e. Inlet Historical Society Presentation on Library: Sue reported that the presentation has been scheduled for August 27 at 6:30 PM in the IVES Building. Sue has not yet met with Charles Herr. Joanne reported that Charles did come into the library and looked through the albums.
- f. Annual Window Cleaning: Joanne reported that DAX Window Cleaning cleaned all windows, except the front windows due to pending replacement, on June 11 and did a great job.

- g. Library Director Job Description: Jeanne handed out copies of a draft job description, along with copies of sample descriptions, and requested that everyone review them for discussion at the July meeting.

## 7. NEW BUSINESS:

- a. Donation from Reggie and Paul Chambers: Reggie and Paul have donated six prints by artist Walter Hagues to the library to sell as a fund-raiser. Sue made a motion that the library accept the donation of prints from Reggie and Paul with much gratitude, with the intent of selling them. Seconded by Katie and approved.
- b. Notice from NYS Committee on Open Government: Katie distributed copies of a memo from the NYS Committee on Open Government regarding maintenance of official municipal websites (copy attached). The Board reviewed the memo and concluded that the library web site is already in compliance with the regulations.
- c. Annual Ice Cream Social: The Board set a date of Sunday, August 3 from 1:00 to 3:00 PM for the annual event. Further plans will be made at the July meeting. Jeanne asked Joanne if she could put a separate ad or article about the upcoming event in the Adirondack Express, since including it in the standing library ad is not very visible. Getting it in the calendar of events and sharing the notice with IABA will be helpful as well.
- d. Arts in the Park: Inlet's Arts in the Park event is scheduled for July 19 and July 20 from 10:00 AM to 5:00 PM. The library will be open both days from 10:00 AM to 2:00 PM. Joanne will need volunteers to assist with both days. Mary Jane will cover July 19 from 10:00 to 12:30, and Mary Lou said she can help any time. Further scheduling for coverage will be done at the July meeting.

## OTHER:

Lynn noticed that there is a "For Sale" sign in front of the Woodgate Library and Post Office, and inquired whether anyone knew which building was for sale. No information at this time.

Joanne reported that she, Becky, Sue and JoAnn attended the SALS annual dinner on May 19, and that it was an enjoyable evening. There were many accolades for Sara Dallas, who will be retiring soon. The speaker was an outdoor educator who was promoting himself to give talks at libraries.

Next Regular Meeting will be Thursday, July 17, 2025 at 2:00 PM at the Inlet Town Hall

Meeting adjourned at 3:00 PM on a motion by Sue, seconded by Mary Lou.

Respectfully Submitted,  
Jeanne Wilson, Secretary

DRAFT