

Minutes of the Inlet Public Library Board Meeting

Thursday, February 19, 2026

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

Excused: Lynn Keough

1. The meeting was called to order at 2:00 PM by President Kim Egenhofer
2. Adoption of Agenda: There were three additions to the previously distributed agenda. Katie added Warrensburg Laundry Update as Item 7(d), Jeanne added June Meeting Date Update as Item 7(e), and Jeanne added Gardening Purchase as Item 7(f). The amended agenda was approved on a motion by JoAnn, seconded by Becky.
3. Approval of January Meeting Minutes: The previously distributed minutes were approved on a motion by Sue, seconded by Mary Lou.
4. Approval of Treasurer's Report: (copies attached)

For January: Disbursements were \$6,359.46, which included a payment of \$6,085 to Adirondack Landscape & Construction for window installations. Receipts were \$210.14. The checking account balance as of January 31, 2026, was \$33,942.42. The Certificate of Deposit balance was \$25,981.22. The total of all funds as of January 31, 2026, was \$59,923.64.

The January report was approved on a motion by Jean, seconded by Becky.

Katie distributed a revised Treasurer's Report for December 2025, which included the interest on the Certificates of Deposit (CD). A total of \$907.65 was accrued in interest, making the final CD balance as of December 31, 2025, \$25,981.22. The total of all funds as of December 31, 2025, was \$66,072.96.

Katie reported that 2025 annual reports have been filed with the NYS Comptroller's Office and the IRS.

Katie reported that the CDs had been renewed as follows: a balance of \$5,216.55 was deposited in a 7-month CD at a rate of 3.15% to mature on August 25, 2026; a balance of \$20,780.32 was deposited in a 13-month CD at a rate of 2.7616% to mature January 25, 2027.

Katie also distributed copies of the 2025 Balance Sheet and 2025 Operating Fund.

5. Library Director's Report: Joanne distributed her report (copy attached) and reviewed each item.
6. OLD BUSINESS:
  - a. Inlet Area Community Task Force: Jennifer reported that there are no updates at this time.

- b. Grants Update: Automatic Door Project: The automatic doors project is completed! Jennifer reported that the total cost of the project was \$8,884.28 (\$7,600 for the automatic doors, \$300 for an extended warranty, and \$984.28 for electrical). Funding for the project came from the following: \$2,000 grant from ADK Community Foundation through Lake Placid Education Foundation; \$3,000 donation from Cathy Meacham; \$500 donation from an anonymous donor. The remaining balance for the project is \$3,384.28. The Town of Inlet had previously pledged an amount of \$3,000 towards the project, which has not yet been received. JoAnn will follow up with the Town regarding this amount. Jean will draft an article regarding the project for the Adirondack Express, and JoAnn has taken photos for the article.

Adirondack Community Foundation Grant Program: Jennifer reported that she had submitted a grant request in the amount of \$5,000 for the February 4 deadline to fund a project of architectural design work for both the interior and courtyard of the library. Architect Jeanne Whyte provided information for the grant application. It was suggested that it would be helpful to have Jeanne Whyte attend an upcoming meeting to give a presentation on what she can provide (i.e. – can she do design work for both the interior and exterior?). Jennifer will contact Jeanne Whyte regarding a presentation.

NYS Construction Grant Program: Jennifer reported that the deadline for the grant is in August, and she anticipates using the outcome of the architectural design work to apply for construction funding.

- c. Strategic Planning: Moving forward with Step 3 of the planning process (gathering input from the community), Jeanne provided an update on the focus groups. Jeanne, Kim and JoAnn met and fine-tuned the questions for the Town Officials focus group to twelve questions (copy attached). JoAnn contacted the Town, and a meeting is scheduled with Town Officials on Wednesday, March 11 at 6:30 PM at the Town Hall. Jeanne, Kim and JoAnn will attend the meeting. Jeanne encouraged others to attend and requested that they take notes if they do attend so a complete summary of input is gathered. JoAnn has forwarded the questions to the officials in advance of this meeting.

IABA focus group: Joanne contacted Jill Marsh, IABA Chair, regarding a meeting with IABA members. Jill suggested that the library host one of IABA's monthly meetings and the discussion take place at that meeting. The Board agreed with hosting a meeting, and Joanne will follow up with Jill to schedule. The questions for Town Officials will be used for this focus group.

Young Parents focus group: Jeanne met with Joanne to discuss and agreed that the best approach for this group would be to provide them with written questions and ask for written feedback. Joanne has prepared a list of group members. Jeanne and Joanne will work on fine-tuning the list of questions for this focus group.

Book Group focus group: gathering feedback from this group can occur during a regular monthly meeting and will be delayed until the summer months so that both resident and summer visitor feedback can be gathered.

Senior Citizen focus group: Jean was agreeable to having a discussion during one of the weekly game days held at her home (every Tuesday at 1:00 pm). Questions will be fine-tuned and a date will be set at a later time.

- d. Window Update: Joanne reported that the Anderson Window rep had looked at the bowed wood on the bottom of both windows, and Anderson will provide new pieces to be replaced by Todd Marleau. Todd will stain and urethane the new pieces at no additional cost to the library.

7. NEW BUSINESS:

- a. Frozen Fire and Lights: This event is scheduled for Saturday, February 28 and the library will be open from 10:00 am to 3:00 pm for kite decorating. Joanne will be picking up supplies from Adele and will set up tables to accommodate extra kite-decorators, given that the Woods Inn will not be able to accommodate as many decorators this year due to renovations. Joanne encouraged Board members to stop in to help.

The ice sculpture should be delivered on Friday, February 27. Jeanne asked Joanne to get photos of the sculpture so Jeanne can post on FaceBook.

- b. Library Closure on January 26: Kim reported that she had made the decision to close the library on January 26, due to a winter storm causing a State of Emergency for Hamilton County with no unnecessary travel.
- c. Library Scrapbook: Sue reported that she has updated the scrapbook and noted that she can fit approximately four years of history in each book. Four scrapbooks are completed, and she will be starting on a fifth. She asked whether the Board wanted this many scrapbooks, or whether she should streamline her approach to fit more years in each book. The Board overwhelmingly agreed that Sue's work in preserving and documenting the history of the library is a valuable resource, and that she should not feel it necessary to alter her approach. Kudos to Sue for her work on this important resource!
- d. Warrensburg Laundry Update: Katie reported that Warrensburg Laundry, who supplies our rug service, has been sold. The new owner is Stellar Clean LLC. Stellar Clean will not continue the six-month billing that the library had with Warrensburg Laundry, and they also will not accept checks. Katie made a motion that the Board authorize a monthly charge to the library debit card to Stellar Clean LLC beginning when the six-month payment through April 2026 ends. Seconded by Sue and approved. In addition, Katie reported that the representative from Warrensburg Laundry had recommended that a Super Scraper rug would be a better option for the entryway.
- e. June Meeting Date Update: Jeanne reported that she would be unable to attend the June 18, 2026, meeting due to a conflict, and asked whether the Board would be willing to move the meeting date so that a substitute secretary would not be necessary for recording meeting minutes. The Board agreed, and the June meeting was rescheduled to June 11, 2026.
- f. Gardening Purchase: Jeanne advised that she would like to move forward with replacing the urns in front of the library with hanging baskets, per Jennifer's suggestion, to minimize damage to the plants by the deer. The urns would be retained and move into the garden space and filled with deer-resistant annuals. Jeanne estimated that an expense of \$150 would be sufficient to purchase the baskets, hanging brackets and a new watering system that will reach the baskets. Mary Jane suggested increasing the amount to \$250 to ensure adequate funds. Katie made a motion that the Board authorize Jeanne to purchase

necessary supplies to replace the urns in front of the library with hanging baskets for an amount not to exceed \$250. Seconded by Mary Lou and approved.

OTHER:

Jean reported that former Board Trustee Edie Schreppe had fallen and fractured her neck. She is currently unresponsive and in hospice care.

Katie advised that a special meeting would be needed in March to approve the SALS annual report prior to the submission deadline of March 13. A meeting date of Thursday, March 12 at 2:00 pm was set for the special meeting.

Katie asked that an agenda item be added for the March regular meeting to discuss the collecting library decorations and what to do with them.

Jeanne reported that she had attended the Niche Academy webinar on Trustee Advocacy. She has the link to the webinar for a possible future board training but felt that the value of this training was limited. She will keep it as a back-up should no better options become available to meet the annual training requirement.

Joanne noted that she met with the new SALS Director, Kim Bolan, and that Kim seems like a good addition to the SALS organization. Kim plans to meet with all member libraries once per year.

Joanne noted that the transition to the new book vendor, Ingram Content Group, is progressing. They are dealing with many libraries and service is very slow. Joanne plans to move to a weekly book order instead of monthly.

Jeanne reported that she will not be able to attend the March 19 regular meeting, and that Jennifer has agreed to cover the meeting minutes.

Next Regular Meeting will be Thursday, March 19, 2026, at 2:00 pm at the library

Special Board Meeting will be Thursday, March 12, 2026, at 2:00 pm at the library

Meeting adjourned at 3:45 pm on a motion by Jennifer, seconded by Katie.

Respectfully Submitted,  
Jeanne Wilson, Secretary