

Minutes of the Inlet Public Library Board Meeting

Thursday, September 17, 2026

Members Present: Sue Beck, Jean Bird, Jennifer Blakeman, Katie Chambers, Becky Hasemeier, Lynn Keough, JoAnn Meneilly, Mary Lou Reich, Jeanne Wilson, Library Director Joanne Kelly

Excused: Kim Egenhofer

1. The meeting was called to order at 2:00 pm by Vice President Jeanne Wilson.
2. Adoption of Agenda: The following change was made to the previously distributed agenda: Trustee Appointment Update was added as item 6(j) under old business. The amended agenda was approved on a motion by Katie, seconded by Becky.
3. Approval of August Meeting Minutes: The previously distributed minutes were approved on a motion by Mary Lou, seconded by Sue.
4. Approval of Treasurer's Report: (copy attached)

For August: Disbursements were \$1,817.73. Receipts were \$4,818.93. The checking account balance as of August 31, 2026, was \$24,191.59. The Certificate of Deposit balance was \$45,981.22. The total of all funds as of August 31, 2026, was \$70,172.81.

The August 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 approved a request by local author Heather Levi to hold a second book signing and sale at the library during Fall Festival on Saturday, September 19.

The Board approved a request by author Allen Wilcox to do a reading from his book of poetry. Joanne will coordinate a date with him, and Jeanne will post the event on the library's website and Facebook page. (Update after the meeting – this reading is tentatively scheduled for Wednesday, October 21 at 6:00 pm).

In regards to a request to hold a puzzle swap at the library, the Board felt that a swap would better align with the mission of the senior center, and asked Joanne to direct the request to the senior center.

6. OLD BUSINESS:

- a. Inlet Area Community Task Force: Jennifer reported that the community gardens are winding down for the season. There is a potential wreath-making class upcoming. The task force has been active in preparations for the upcoming Meet the Candidates event, as well as attending Town Board meetings to stay up to date on post office renovations.

- b. Grants Update: Jennifer reported the library has received the \$2,000 grant from the Adirondack League Club Adirondack Community Grant Fund to update furniture, books and puzzles for the children's area. Joanne reported that she has ordered Highlights magazine and books for older youths with the grant funds.

Jennifer reported that an application for the Generous Acts Grant will be due in February. Improved storage shelving may be a potential grant expense.

- c. Strategic Planning: The Board reviewed both the draft Strategic Plan and draft goals which were previously distributed, and suggested changes were discussed. Jeanne will make changes to the plan and goals to incorporate the suggestions, and another draft will be reviewed at the October meeting, with adoption tentatively scheduled for November. Joanne had not yet reviewed either the plan or the goals. Since her input is important, Jeanne will meet with her after she has reviewed to go over her thoughts so they can be incorporated into the next draft.
- d. New Minimum Standards: The Board discussed the draft of the Patrons Code of Conduct policy that Katie distributed at the August meeting. The Board voted to adopt it as presented on a motion from Sue, seconded by Mary Lou.

Katie reported the template for the Financial Control Policy is not yet available. Katie and JoAnn will work on that policy once the template is available.

Katie reported that she, Kim, Jeanne and Joanne have a telecom meeting scheduled with SALS Executive Director Kim Bolan to discuss the Personnel Policy and how it is impacted by the current interdependency between the library and the Town on Monday, September 23.

Katie reported that the template for the Disaster Preparedness Policy is now available on the SALS website. Jennifer, Lynn and Becky volunteered to work on that policy and present a draft at the October meeting.

- e. Dusty Book Report: Joanne reported that she estimates that she and the staff are approximately halfway through the report, and continue to pull books from the shelves as time allows.
- f. Moose River Farm Read-In: The read-in has been scheduled for Saturday, October 10 from 1:00 to 3:00 pm at Moose River Farm. Sue, Mary Lou, Jean and Joanne volunteered to be readers. Lynn volunteered to pick up a gallon of cider and two boxes of donut holes. Jennifer and Lynn volunteered to take photos. Kim has necessary cups, napkins, table clothes and platters.
- g. Library Dinner at Jean's: Jean regretfully requested that this event be canceled due to time constraints.
- h. Scholastic Literacy Partnership Update: Joanne reported that she has registered with the partnership and the library has a membership. No materials have been ordered at this time.

- i. Architect Jeanne Whyte Meeting: Jennifer reported that Jeanne Whyte is not available for the Board's October meeting and Jennifer will follow up with her about attending the November meeting.
- j. Appointment to Trustee Vacancy: Jeanne reported that Karen Gorea has decided that an appointment to the Board is not a good fit for her. Jeanne asked Board members to think about other potential candidates and bring suggestions to the Board.

7. NEW BUSINESS:

- a. Certificate of Deposit: Katie reported that the Certificate of Deposit that matured on August 25 had been rolled over for another seven-month period at a rate of 3.15 percent, as approved by the Board at the August meeting.
- b. Appointment of Budget Committee: Katie asked for volunteers for the budget committee. The committee will be comprised of Katie, Jeanne, JoAnn, Jennifer, Kim and Joanne.
- c. Schedule Continuing Education: Library Trustees are required to receive a minimum of two-hours of trustee training each year, plus complete a class on Sexual Harassment Prevention Training each year. Jeanne distributed a list of potential continuing education sessions (attached). After review of the list, the Board set up the following schedule:
 - Wednesday, September 23 at 3:00 pm – Policy and Risk Management
 - Tuesday, October 27 at 2:30 pm – Financing & Managing Construction Projects
 - Tuesday, November 17 at 2:30 pm – Sexual Harassment Prevention Training
- d. Fall Festival: The library will be open from 10:00 am to 3:00 pm on Saturday and Sunday, September 19 and 20, for the annual Inlet Fall Festival. The following Board members volunteered to assist with book sales during the event: Mary Lou on Saturday morning; Lynn on Saturday afternoon; Becky on Sunday morning; and potentially Kim on Sunday afternoon. If Kim is unavailable, Becky will cover all day on Sunday.

OTHER:

Next Meeting will be Thursday, October 15, 2026, at 2:00 pm at the library

Meeting adjourned at 4:04 pm on a motion by JoAnn, seconded by Jennifer.

Respectfully Submitted,
Jeanne Wilson, Secretary