

**Caldwell-Lake George Library
Board of Trustees Monthly Meeting
October 22, 2021**

CALL TO ORDER: President Margy Mannix called the meeting to order at 9:07 am with the following members present: L. Coccozza, T. Earl, B. LaFond, J. Loonan, P. Mannix, D. Marinelli, N. Stannard and J. Welsh. Absent: M. Seeger

APPROVAL OF AGENDA: MOTION: P. Mannix moved and J. Welsh seconded. All approved.

APPROVAL OF MINUTES: MOTION: B. LaFond moved and D. Marinelli seconded. All approved.

TREASURER'S REPORT: (Report attached to original.) L.

Coccozza reviewed the October Treasurer's report:

- \$51,000 between checking and savings
- No big outgoing expenses
- Hoping for money from the town in January
- Irrigation blowout new expense
- Made good desk receipts
- In a good spot for next couple of months

MOTION: Todd Earl moved and Margy Mannix seconded to approve the Treasurer's Report. All approved.

CORRESPONDENCE: Sally Congolton's sister sent a thank you for the reception for Sally.

Donations for Wally Loonan and Les and Peg Edward are being used to purchase books. Laura B. Is in process of sending acknowledgements and thank you to family and donors.

Americade sent money and thank you for P.Mannix and J. Welch as volunteers this September at Americade 2021.

DIRECTOR'S REPORT:(Report attached to the original) The director highlighted the following:

- \$53.12 commission from Luke Dow's exhibition
- Diane has sold 2 paintings so far
- Preschool story time has volunteers coming into read
- Teen program has started slowly as they keep canceling. The painting with Patrice had a good turnout and teens enjoyed their experience.
- Felting witches had a full house and waiting list. People who had never been in the library before attended.
- 10 new borrowers in October.
- Wally's Memorial \$1,975 with more still coming in. Will be a tribute in the November newsletter.
- The official change to our charter has been approved and arrived. The trustee's term of service will change from 5 years to 3.
- Holiday Pajama party for children will be on Thursday December 9th. A fully vaccinated Santa and Mrs. Claus will be there. Santa will read a story. There are crafts to do and snacks to go. Masks are required. Hoping friends will help offset some cost.
- November 9th Veteran's Day activities "Woofs for Warriors". Roberta Vanderzee will present.

- On December 3rd, we will have Lake George Elementary school children's art exhibit for all of December.

PAY BILLS: MOTION: Todd Earl moved and Barb LaFond seconded. All approved.

BUILDINGS AND GROUNDS: T. Earl reported:

- Carpets cleaned October 8th.
- The furnace has been serviced.
- The irrigation system has been winterized.
- New defibrillator pads have been ordered. They are good for three years and currently on back order.
- Kim Wick has been in touch and said the Lake George Rotary Club would like to come do public service for the outside of the Library. Currently working on a time

GRANTS: Nothing to report.

PERSONNEL COMMITTEE: Director says all is well and she will do annual reviews after the budget is completed.

NOMINATING COMMITTEE: Discussion on term ending times for trustees. We will need one trustee in June.

- M. Mannix will stay for another 3 year term to end in May 2025.
- M. Seeger's, and D. Marinelli's terms are up May 2022.
- T. Earl's, L. Coccozza's, and J. Loonan's terms all up May 2023.
- P.Mannix's and J.Welch terms up 2024.
- B. Lafond's term is up May 2025.

MEMORIAL DONATIONS:

- Sandwich board needs to be replaced; cost to replace \$250-280.
- Going to separate funds to a dedicated account to make bookkeeping easier.

NEW BUSINESS:

- Discussion on technology training for SALS, so all staff are trained with the same language and how to help patrons.
- Strategic 5 year plan needs to be worked on. Consider Saturday hours to possibly open even when no book sale.
- Shelving in the Children's section is unsafe and bowing. D. Burrows will donate time and replace it with a new track system and shelf supports.
- Proposed to use some memorial funds to offset the cost.

MOTION: M. Mannix made a motion to repair shelves in the children's section for safety as per discussion. D. Marinelli seconded.

ADJOURNMENT: L.Cocozza moved to adjourn the meeting at 10:52 am and D. Marinelli seconded . All approved.

**Respectfully submitted,
Patricia Mannix
Sub for Mona Seeger Secretary**

Next meeting: Friday November 19th,- 9 am

