

Caldwell-Lake George Library

Board of Trustees Monthly Meeting

March 25, 2022

CALL TO ORDER: President Margy Mannix called the meeting to order at 9:17 am with the following members present: B. LaFond, T. Earl, L. Coccozza, L. Burrows, J. Welch, J. Loonan and P. Mannix

Absent: M. Seeger, and D. Marinelli

APPROVAL OF AGENDA: L. Coccozza moved and T. Earl seconded. All approved.

APPROVAL OF MINUTES: M. Mannix moved and L. Coccozza seconded. All approved.

TREASURER'S REPORT: (REPORT ATTACHED TO ORIGINAL) L. Cocozza reviewed the March Treasurer's report:

- Correct Stewart's amount to 500\$
- 118,000 between checking and savings
- Expense NY Fire and Security 324\$
- Summer reading 495\$ covered by check from Stewarts

Employer Retention Credits There is a backlog at IRS Lynn will keep checking status and we believe she will bill us if we get the credit. They are available until 2023

MOTION TO ACCEPT: B. LaFond moved and P. Mannix seconded.

CORRESPONDENCE: None

Board will write thank you notes to basket donors and Stewart's showing we used the money according to their parameters.

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

- Masks are optional for all, will wear by request for vulnerable people
- Annual report complete and sent off to the state
- Take away-Clarification of Trustee terms from report
- Interesting Statistic from web
- 2020 5,000 visits to site
- 2021 28,000 visits to site
- New redesign to site
- Site includes Community and Library business and anything of interest
- Jump in program attendance due to Covid restrictions?
- LG Roadside attractions had 100 people view from site?
- Saturdays have been busy looking for volunteers to help
- Voted to order new public computer and monitor may take a while to get
- Second Saturday of month for Friend's book sale
- Artist Karen Cummings chosen as first artist for 6 weeks
- Good for artists through March 2023

STRATEGIC PLAN:

GOAL ONE:

- Raise Profile of Library being done
- Goals are attainable
- Need help from Trustees to write goals going forward

GOAL TWO:

- Diversity, Equity, Inclusion and Accessibility

- Have resources to attain goals except for accessibility
- Moving forward: Staff-possible addition of a clerk
- Baby Toddler Storytime-may need presenter
- Minimum wage going up will need to budget more money for staff next year

APPROVAL OF PLAN:

B. LaFond moved and J. Welch seconded all in favor.

Very happy with plan and hard work put in by L.Burrows

DIRECTOR'S REPORT (CON'T)

- Summer Program Kathy O'Brien very responsive
- Library cards for PEP kids who will visit weekly and online reading program for Youth Commission
- ADK Theatre Fest will have two productions this summer 10\$ per child
- Seagle Opera July in Shepard Park
- Paint and Sip April 27th Michelle will donate part of her 30\$ fee/person to Library

PAY BILLS: MOTION: T.Earl moved M. Mannix seconded.

BUILDING AND GROUNDS:

- In discussion with Master Gardeners with help for front beds
- Lawn needs to be addressed
- Nature's Way will begin monthly April-October
- Trying to get lines for parking lot Todd will text Keith Lanfear
- Received adult defibrillator pads, children's pads still on backorder

GRANTS:

- We received 500\$ fromStewarts

PERSONNEL:

- Roberta is doing a fantastic job. Just had a 6 month review for her.
- All is well with Personnel

NOMINATING:

- Amy Chambers and Susan McEnaney will begin their terms in June 2022 for a three year term

ADJOURNMENT: L.Cocozza moved. P. Mannix seconded.
Meeting adjourned 10:45.

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

Next Meeting: Friday April 22, 2022-9 am