

CALDWELL-LAKE GEORGE LIBRARY
BOARD MINUTES
October 17, 2023

CALL TO ORDER: President Margy Mannix called the meeting to order at 9:04 am.

PRESENT: A. Chambers, L. Cocozza, J. Hall, E. Kopf, J. Loonan, P. Mannix S. McEnaney, M. Seeger and J. Welch. **Also present:** L. Burrows, CLGL Director, and N. Stannard.

APPROVAL OF MINUTES: MOTION: J. Welch moved and A. Chambers seconded to approve the September minutes as written. All approved.

TREASURER'S REEPORT: (original attached to minutes)

- Glens Falls National Savings Balance: 49378.79
- Glens Falls National Checking Balance: 12283.77
- Glens Falls National 6 mos. CD (matures 2/11/2024): 20000
- TD BANK 3 mos. CD (matures 11/15/2023): 7031
- TD Bank Money Market Balance: 5391.66
- TOTAL FUNDS: 94,085.41
- Friends paid for Magna Tiles and NYLA Conference 600.00
- NY Fire & Safety Annual Fire Extinguisher Inspection 291.95
- A discussion by N. Stannard regarding a contingency line in the budget. The contingency line will be added in the future budgets.

PAY ALL BILLS: MOTION: J. Loonan moved and S. McEnaney seconded to pay all bills.

CORRESPONDENCE: Thank you note from Sara Dallas and a note to Director from patron praising her work and the library.

DIRECTORS REPORT:

Understanding Alzheimer's and Dementia, an education program presented by the Alzheimer's Association will be held at the library on Monday, October 23rd at 1:00 pm.

- Lake George Town Historian, Margy Mannix will present Down Memory Lane: The Road to Lake George on Wednesday, October 25th at 6:30 pm. Space is limited. Call the library at (518) 668-2528 to register.
- Caldwell Preschool resumed library visits in September, however they will not be attending weekly. They will attend once a month this fall and twice a month in 2024. Preschool Storytime will continue to be offered weekly.
- We are at the final week of our Senior Planet technology education program iPad Essentials. We will have a graduation celebration at our last class on October 26th.

This five-week course met twice a week and covered the essentials of how to use the Apple iPad, how to navigate the internet, and how to send and receive email. We have six people enrolled in the class. Attendance was good and the curriculum worthwhile. It is the best Senior Planet program we have had so far! In November, we will hold two lectures: Online Shopping and Protecting Your Personal Information Online.

- In September, we hosted two jazz performances, in partnership with the Lake George Arts Project's Jazz at the Lake. Ria Curley, Chuck Lamb & The Curley Lamb Nu-Soul-Jaz Project performed Friday night and James Rissacher performed on Saturday morning, both to full houses, standing room only. We will repeat both events next year!

BUILDING & GROUNDS: Sprinkler system was drained. Getting an estimate to fix front door from sticking.

GRANTS: Director will set up a meeting with volunteer grant writer to meet with Grant Committee. Members include S. McEnaney, J. Welch, M. Seeger, L. Coccozza and the Director.

PERSONNEL: Assistant B is due for a 6-month review and Assistant A will be reviewed in December. The Director will review both. The Director's yearly review by Personnel Committee on December 1. It was suggested that background checks for staff be added to personnel. Tabled.

NOMINATING: Director will send list of outgoing BOT member(s).

FRIENDS: Fund raising dinner will be held November 17th at the ADK Brew Pub. A percentage of sales will be donated to Friends. Thank you gathering with BOT and Friends will be held December 11 at 4 pm.

NEW BUSINESS: Library week dinner is scheduled for April 11 at the Holiday Inn. L. Coccozza will call the banquet manager to set the date.

ADJOURNMENT: *M. Seeger moved, and J. Hall seconded to adjourn the meeting 11:00 am. All approved.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Mona Seeger".

Mona Seeger, Secretary

THE NEXT MEETING WILL BE ON November 17th.