

**CALDWELL-LAKE GEORGE LIBRARY**  
**BOARD OF TRUSTEES MINUTES**  
**February 16, 2024**

**CALL TO ORDER:** President Margy Mannix called the meeting to order at 9:07 am.

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

**APPROVAL OF MINUTES: MOTION:** *J. Loonan moved, and L. Cocozza seconded to approve the January minutes as written. All approved.*

**TREASURER'S REPORT:**

The library received the Town funding check for the year. A 6 month CD was purchased at 4.91 APY which is due to mature August 9, 2024. The library's previous 6 month CD matured 2/11/2024 and earned \$509.15 for that time period. It is now worth \$20509.15 and has been renewed for another 6 months at the 4.91% APY. Currently the library has a total of \$178,127. If we keep an operational reserve of \$40,000 The library has about \$11500/month to spend  $(\$178,127 - \$40,000) / 12$ .\*.

Glens Falls National Savings Balance: 72412.1

Glens Falls National Checking Balance: 7762.22

Glens Falls National 6 mos. CD (matures 8/9/2024): 65000.00

Glens Falls National 6 mos. CD: 20509.15

TDBank Money Market Balance: 12443.73

TOTAL FUNDS: 178,127.20

**DONATIONS:** Sharon Sullivan Memorial Donations 170

Paint and Sip Winter Carnival Donation 2023 580.00

**MOTION:** *M. Seeger moved, and A. Chambers seconded to pay all bills. All approved.*

**PAY ALL BILLS:** M. Mannix moved, and J. Hall seconded to pay all bills. All approved

**CORRESPONDENCE:** All memorials gifts have been acknowledged.

**DIRECTORS REPORT:**

- The annual report is complete and ready for board approval! Woohoo! Some fun facts: In 2023, we had 9,829 visits to the library and 179 programs with 2,624 attendees. We circulated 12,073 items and welcomed 115 new borrowers.
- Our Project Local exhibit, featuring paintings by Linda H. Peterson, is on display now through February 29th. Linda's vibrant, colorful paintings have brightened our days for sure. Check them out before they are gone. After Linda's show is deinstalled, the painters will complete the painting project. Our next artist, Sean Walmsley will install on March 5th.
- January Hoopla Digital usage: 23 patrons, 34 audiobooks, 4 BingePass, 19 eBooks, 12 movies, 1 music, 3 television programs. Total cost to library: \$175.08. Audiobooks continue to be the most borrowed item. January Libby usage: 58 eBooks, 51 audiobooks, and 59 magazines. Libby had 3 new users and Hoopla Digital had 2 new users in January. **MOTIONS:** *M. Seeger moved, and E. Kopf seconded to increase Hoopla usage from 10 to 15. All approved.*
- Director and trustees will attend the next information session about the Lake George Community Benefit Days (May 17th-19th) on Wednesday, February 21st at 1:00 pm at the Village Hall. We should have more

information about sponsorships, fundraising, schedule, etc. at this meeting. This event is a great opportunity for us to showcase the services the library provides and raise funds for programming.

- We will hold two Senior Planet technology education classes in March: Money Matters and Sharing Photos with a Smartphone.
- Just a reminder about our inclement weather policy: If Lake George School District is closed due to inclement weather, the library will be closed. All closures, delays, changes in programming, etc. will be posted on our website, major news outlets and social media.

**BUILDING & GROUNDS:** The painting for the library is nearly complete. Remaining are the areas around the patron computers and artist wall will be completed very soon.

**GRANTS:** A grant application has been sent to the Stewart Corporation for children's programs. The construction grant is due April 1, and it will be used to help finance the Directors workspace.

**PERSONNEL:** The Director proposed to increase Library Ass't #2, by 5 hours every other Wednesday. The BOT agreed. This will give the Director the needed help from Ass't #1.

**NOMINATING:** *The BOT members present agreed to the proposed amendment as follows:*  
**BYLAWS AMENDMENT:** Eligibility for office shall be limited to adults residing or owning property within the geographical limits of the library service area or Lake George School District. An exception to the residency requirement may be made for an individual with a specific skill set or experience that supports the goals of the board. *Trustees will vote to amend the bylaws at the March meeting.*

**FRIENDS:** The friends have agreed to help finance the Directors workstation.

**NEW BUSINESS:** The April dinner and what to charge attendees was discussed. It was decided to charge \$45 per person.

**ADJOURNMENT:** *L. Coccozza moved, and S. McEnaney seconded to adjourn the meeting 10:45 am. All approved.*

Respectfully submitted,



Mona Seeger, Secretary

**THE NEXT MEETING WILL BE ON March 15th.**