

**CALDWELL LAKE GEORGE LIBRARY**  
**BOARD OF TRUSTEES MINUTES**  
**MARCH 15, 2024**

**CALL TO ORDER:** President Margy Mannix called the meeting to order at 9:08 am.

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

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

**TREASURER'S REPORT:** We have a \$40,000 Operational Reserve. We paid the painter \$3000 which included the stairwell and bathroom. We paid for the annual alarm system checkup. Will make sure Diane Swanson is paid. Motion to accept the report as given was made by J. Loonan and E. Knopf seconded.

**CORRESPONDENCE:** None.

**DIRECTOR'S REPORT:**

- L. Burrows received an A on her annual report!
- We need to change our bylaws language from 9 to 10 voting members. We also need to add an exception to our qualifications for appointment to the board of Trustees, to a person who has a skill set necessary for the operation of the library. These will be voted on at the April meeting.
- The quote for installation of new desks with a swinging door came in at a price not to exceed \$25,000 from Trevett Millworks. We have started a construction grant for \$5,000. The project would have to be completed within a year. If we get the grant we may try to get a premade desk or reduce the cost. The friends are willing to help with the cost. Laura B. will submit the application by the April 1 deadline.
- The messages from Survivors exhibit will be here in the library for the month of April. There is a speaker coming the 9th of April at 6:30.
- Sean Walmsley is our artist on display this month. There is a reception on April 17 at?.
- Hoopla and Libby usage are up with audiobooks receiving the most usage.
- L. Burrows is participating in the bimonthly Rural Library Roundtable. This is a support group for rural libraries and the unique challenges they face. We will reimburse the director mileage for these meetings.
- The yoga story time is very popular and growing in attendance.
- Senior Planet technology education classes will be held in April. Smart phone and smart tv classes will be held.
- Calendar is down. SALS had to remove our plugin and we are expecting a new one soon.
- Library Speakers Consortium has 1,207 since we started the program. There have been 297 views this month. Each registration counts towards our program usage.

**MEMORIAL DONATIONS:**

- Sharon Sullivan's donations were \$595.00. L. Burrows spoke with her son and he said her children would like to add money for a bench similar to the one we have out front now. We don't believe we need extra funds at the moment as the other bench didn't cost as much as the money we currently have.
- Debbie Smith donated money in memory of Buster Albertino from The Lake George Baking Company, for a display with baking books and a picture of him.

**MOTION TO PAY ALL BILLS:** S. McEnaney made a motion and M. Mannix seconded. All approved.

**REPORTS:****BUILDING AND GROUNDS:**

- Painting is completed.
- Alarm system is renewed for another year.
- Dennis Burrows constructed an extension for the new and popular section. He also fixed and painted the coat rack.
- Lowe's continues to complicate obtain supports for the shelves as we can only order 6 at a time.
- The toilet is fixed.
- Loose shelves have been fixed.
- Ed brought a carpet cleaning machine and did his best to remove the stain we had during a Winter Carnival weekend.
- Ed will schedule spring cleaning for the carpets from All Clean.

**GRANTS:** L. Burrows is applying for a construction grant.

**PERSONNEL:** All is well.

**NOMINATING:** We are waiting to hear if Tonya Tobias is able to serve on our board. She may be appointed to the DRI committee which will preclude her from serving with us due to time constraints.

**FRIENDS:** The friends gave us \$1550 for programs. They are paying for the musicians at the annual dinner and a button maker.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

- Motion to approve amendment to our bylaws to be voted on at our April meeting. L. Cocozza motioned and M. Mannix seconded.
- The proposed amendment would change the number of voting members in our bylaws from 9 currently to 10 going forward.
- Library dinner updates- invitations have been mailed out and hand delivered.
- Baskets are due April 1st.
- We are getting flowers donated for the tables from Garden Time.
- Community Days update- met with Mayor Blair's and there are forms for sponsorship. We have 600\$ currently and need 400\$ more to receive a full share of the pot. We will be in front of St. James Church with a double stall and tent.

- We will have a children's story time, craft and buttons to make. Possibly a yoga story time as well.
- We need volunteers to sign up for time slots Saturday and Sunday from 11-6.

**ADJOURNMENT:** Motion to adjourn was made by J. Hall and seconded by L.Cacozza. The meeting was adjourned at 10:48. All approved.

Respectfully submitted,  
Patricia Mannix

**THE NEXT MEETING WILL BE ON APRIL 26.**