

**CALDWELL-LAKE GEORGE LIBRARY**  
**BOARD OF TRUSTEES MINUTES**  
**April 26, 2024**

**CALL TO ORDER:** V.P. Amy Chambers called the meeting to order at 9:07 am.

**PRESENT:** A. Chambers, L. Cocozza, E. Knopf, J. Loonan, S. McEnaney, P. Mannix, M. Seeger and J. Welch

**ABSENT:** J. Hall, M. Mannix and N. Stannard-Linehan. **Also present** L. Burrows, CLGL Director

**APPROVAL OF MINUTES: MOTION: Remove reference to A. Valenza from March minutes. S. McEnaney moved, and L. Cocozza seconded to approve the March minutes as corrected. All approved.**

**TREASURER'S REPORT:**

Summary: If we keep an operating reserve of \$40,000, then we have a balance of \$119,582.46. Of that, \$5000 is allotted for the circulation desk project since it was directly donated for that purpose. Therefore, the library has \$114,582.46 which means it has approximately \$11,458/month to spend until our next funding check.

FYI: When spending the monthly amount, the library needs to remember that some of those funds will be needed for the circulation desk project too.

**As of 4/24/2024**

**Accounts:**

Glens Falls National Savings Balance: 57553.34

Glens Falls National Checking Balance: 4075.22

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

Glens Falls National 6 mos CD (8/11/2024): 20509.15

TDBank Money Market Balance: 12444.75

**TOTAL FUNDS: 159,582.46**

**Notable Income:**

Friends of Lake George Donation (programs & button maker) 1400

Northern Hardwood Lumber Dinner Donation 250.00

Buster Alberino Memorial Donation 75.00

Stewart's Grant donation 500.00

Desk Project Donation 5000.00

Annual Dinner Basket Raffle 1320.00

Interest 138.28

**Notable Expenses:** Hoopla Suite 500.71

**MOTION: J. Welch moved and P. Mannix second to approve the Treasurers Report. All approved.**

**Computers:** L. Burrows reported that some computers should be replaced. A laptop for the director in 2024 and one desktop (all-in-one) in 2025. The older laptop will be used as needed by the assistants.

**Desk Project Update:** The library received a grant of \$5,000 SALS construction grants, and patrons, Diane and Kurt Wisell, matched that with a \$5,000 donation. Trevett Millworks will be here in June to plan the design. Installation will be completed in September. **MOTION: P. Mannix moved and A. Chambers second to moving forward with the reception desks constructed at a cost not to exceed \$25,000. All approved.**

A discussion regarding handicap accessibility was brought up again. It was decided that the director will contact the architect that drew up the original plans and give us an estimate for 2024-25 costs and suggest less expensive alternatives.

**PAY ALL BILLS:** S. McEnaney moved, and P. Mannix seconded to pay all bills. All approved

**CORRESPONDENCE:** A. Chambers has written thank you notes to all who contributed to the April dinner.

**DIRECTORS REPORT:**

- The Memory Project Productions' Messages from Survivors: One Family's Holocaust Legacy exhibit is on display now through April 30th. In the exhibit, six short videos introduce the Holocaust through powerful personal stories of a family of Holocaust survivors. Six exhibit panels researched using the US Holocaust Memorial Museum's

resources provide historical context for the video footage. The exhibit covers the family's experiences from 1938 through the 21st century. We have partnered with LGHS to bring this important exhibit to Lake George students. An additional set of tabletop banners is on display in the LGHS library. The talk we hosted with Faye Silton, daughter of a Holocaust survivor. The project will be available on our YouTube channel.

- The annual library dinner was a huge success. 83 people in attended, raffled off 34 baskets and raised nearly \$3,000.
- Desk Project Update: The library received a \$5,000 SALS construction grant and patrons, Diane and Kurt Wisell, have generously matched that with a \$5,000 donation. Trevett Millworks comes in June to plan the design. Installation will be completed in September.
- Project Local: Sean Walmsley's work is on display now through April 30th. The Call for Artists is complete. The Lake George Arts Project will compile the submissions and we will choose artists for next year soon. Our next exhibit will feature Charles Hawley's paintings. The exhibit will run from May 1-June 29th. A reception will be held on May 15th at 6:30 pm.
- Community Block Party Update: The final planning meeting will be held on May 7th at 11:00 am at the Village Hall. We are in the process of securing the required 5 sponsorships and planning activities for the weekend. We will host yoga story time, crafts and other fun activities for families. For fundraising, the Friends will hold a small book sale during the event. This event is a great opportunity for us to showcase the services the library provides and raise funds for programming.
- The preschool yoga classes presented by Once Upon a Time Yoga Adventures have been very well received. A second session was added in April to meet demand. In May, only one session. The Friends of Lake George Library have sponsored these Tuesday morning classes through the end of May. We also participated in International Kids' Yoga Day on April 5th and hosted the local Girl Scout troop on April 21st. Both events were a huge success.
- The library will hold two Senior Planet technology education classes in May: Intro to Managing Privacy and Wearables. SALS' Senior Planet license expires in July. The license will be renewed at no cost to member libraries. Library will continue to be licensed partners with Senior Planet, but no additional funding is available at this time.
- Library will present Dam It! Beavers and Why They Are Dam Important, in partnership with the Southern Adirondack Audubon Society on Saturday, May 11th at 11:00 am.
- March Hoopla Digital usage: 24 patrons borrowed 56 audiobooks, 5 Binge Passes, 20 eBooks, 19 movies, 4 music and 1 television download. Total cost to library: \$243.24. Audiobooks continue to be the most borrowed item. March Libby usage: 67 eBooks, 58 audiobooks, and 22 magazines. Hoopla Digital had 1 new user and Libby had 4 new users in March.

**BUILDING & GROUNDS:** E. Kopf reported the flower beds have been clean, batteries in smoke detectors have been replaced, the front and back steps have been power washed and windows have been cleaned. Carpet cleaning scheduled for May 7th.

#### **GRANTS RECEIVED:**

- Stewart's Shops, \$500 for children's Seagle Festival program this summer.
- Construction grant from SALS for \$5,000 for the circulation desk project.
- Director is working with Marie Ellsworth on a preservation grant to address storage needs in the archives.

**PERSONNEL:** First Assistant will attend training in book binding. Her travel and food will be reimbursed.

**FRIENDS:** No report.

**NEW BUSINESS:** Block Partys final meeting is May 7. Trustees are asked to sign up to help on Saturday and Sunday. Northern Hardwoods, Adk Brew Pub and Ft. William Henry have agreed to donate.

The Fireplace Company has donated a firewood rack to be raffled off. Tickets will be \$10 each.

**ADJOURNMENT:** *M. Seeger 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 MAY 17.**