

CALDWELL-LAKE GEORGE LIBRARY
BOARD OF TRUSTEES MINUTES
May 17, 2024

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

PRESENT: A. Chambers, J. Hall, E. Knopf, J. Loonan, S. McEnaney, M. Seeger and J. Welch

ABSENT: L. Coccozza, and P. Mannix. **Also present** L. Burrows, CLGL Director and N. Stannard-Linehan.

APPROVAL OF MINUTES: MOTION: S. McEnaney moved, and A. Chambers seconded to approve the April minutes as written. All approved.

TREASURER'S REPORT:

Accounts:

Glens Falls National Savings Balance: 46055.07

Glens Falls National Checking Balance: 11396.35

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: 12445.26

TOTAL FUNDS: 155,405.83

Income:

April Petty Cash 185.85

LKG Arts Project Art Commission 48.75

Desk Project SALS Construction Grant 5000.00

Desk Project Donation 1000.00

Interest 132.13

Expenses:

NY Fire & Safety Fire Alarm Inspection 314.95

Seeley Office Supplies Toner -498.93

Nature's Way Pest Control -73.00

Summary: The library has \$155,406.82 in total funds. If the library keeps a \$40k operating reserve, it has \$115,405.83 left. Of that amount, \$11,000 has already been earmarked for the desk project, so the library has \$104,406.82 until our next funding check. That gives the library approximately \$10,440- \$11,600/month until our next funding check. A portion of the above funds will probably be needed to help pay for the desk project.

MOTION: J. Loonan moved and J. Welch second to approve the Treasurers Report. All approved.

PAY ALL BILLS: MOTION: J. Hall moved, and A. Chambers seconded to pay all bills. All approved

CORRESPONDENCE: A letter from Janice Pontacoloni regarding handicap accessibility was passed around to the trustee. A thank you will be sent to her.

DIRECTORS REPORT:

- The Memory Project Productions' Messages from Survivors: One Family's Holocaust Legacy exhibit was viewed by approximately 140 people here at the library and 200 students and faculty members at Lake George High School. All the students in 8th, 10th and 11th grade history classes interacted with the exhibit as part of their Holocaust education units. The feedback has been extremely positive.
- Desk Project Update: Tickets are available now for the log holder fundraiser for \$10. The drawing will be held at the end of the block party on May 19th. We have had an anonymous donation of \$1,000.

Getting closer to our goal! Trevett Millworks will be here in June to plan the design. Installation will be completed in September.

- Paul Mays from Butler, Rowland and Mays will meet with the board of trustees, Thursday, June 6th at 10:00 am to discuss plans for the accessibility project.
- The open call for project submissions for DRI (Downtown Revitalization Initiative) funding (\$10 million) will begin mid-June (exact date TBA) and remain open for 6 weeks. The first DRI public workshop will be held in the Lake George High School cafeteria on Wednesday, May 22nd at 6:00 pm.
- Project Local: We had many great submissions to our call for artists. Selections have been completed and will be announced shortly. Our current exhibit features paintings by Charles Hawley, on display now through June 29th. A reception will be held on May 15th at 6:30 pm.
- The weekly Preschool Storytime (Thursday morning) has been paused due to low attendance. We will revisit during the summer when demand is greater.
- Community Block Party Update: We have secured the required number of sponsorships and will get a full share of the proceeds, approximately \$1,700.
- Saturday, May 18th, 11:00 am-6:00 pm (Stony Creek Band 50th Anniversary Concert will be held at 6:00 pm!)
- 11:30 am: Bridget Epiphane from Once Upon a Time Yoga Adventures will present a yoga Storytime.
- All day: crafts and other fun activities for families and Friends of Lake George Library book sale.
- Sunday, May 19th, 11:00 am-6:00 pm
- 11:30 am: Storytime and craft. All day: crafts and other fun activities for families and Friends of Lake George Library book sale. Raffle tickets for log holders are available for \$10 each. The drawing will be held on Sunday, May 19th.
- We will hold two Senior Planet technology education classes in June: Everyday Uses of AI and Intro to Estate Planning Resources & Tools. SALS' Senior Planet license expires in July. The license will be renewed at no cost to member libraries. We will continue to be licensed partners with Senior Planet, but no additional funding is available at this time.
- April Hoopla Digital usage: 22 patrons borrowed 47 audiobooks, 4 Binge Passes, 39 eBooks, 9 movies, and 3 music downloads. Total cost to library: \$219.45. Audiobooks continue to be the most borrowed item. April Libby usage: 68 eBooks, 69 audiobooks, and 28 magazines. Hoopla Digital had 11 new users and Libby had 1 new user in April. We have \$147.93 left on our Hoopla Digital credit. Next statement, we will have a bill to pay.
- Schenectady Public Libraries plan to withdraw from the Joint Automation Project.

BUILDING & GROUNDS: E. Kopf reported that a mason will be repairing the cracks in the from ramp. I was decided to hire LaPann Heating to service out HVAC system as a cost of \$130/hr.

GRANTS RECEIVED: No Report

PERSONNEL: All is well.

FRIENDS: No report.

NEW BUSINESS: A matching Adirondack seat will be purchased in memory of Sharon Sullivan not to exceed \$800. S. McEnaney will purchase the plaque.

MOTION: *M. Seeger move and S. Mcnaney seconded to approve the purchase of ADK seat and plaque.*

OLD BUSINESS: *Bylaws amendment* BOARD OF TRUSTEES: 4b. 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 goal of the board. ***MOTION: A. Chambers moved and M. Mannix second to amend the bylaws. All approved.***

ADJOURNMENT: M. Seeger moved, and S. McEnaney seconded to adjourn the meeting 10:45 am. All approved.

Respectfully submitted,



Mona Seeger, Secretary