

# CALDWELL-LAKE GEORGE LIBRARY

## BOARD OF TRUSTEES MINUTES

### October 18, 2024

#### **CALL TO ORDER:**

- President Amy Chambers called the meeting to order at 9:06 am.

**PRESENT:** A.Chambers, L.Cocozza, J.Hall, E.Kopf, J. Loonan, P. Davenport, P. Mannix, N. Stannard-Linehan, J. Welch

**ABSENT:** S. McEnaney **Also Present:** L. Burrows

#### **APPROVAL OF MINUTES:**

- J. Welch **moved and** J. Hall **seconded to approve the minutes** with the correction that P. Davenport was present via zoom at the September meeting and not absent as previously written. **All approved.**

#### **SPECIAL PRESENTATION:**

- Aflac Voluntary Employee Benefit Program.

#### **TREASURER'S REPORT:**

- Refer to the report written by Laura Cocozza,
- Total Funds: \$110,097.42
- The Town of Lake George received our budget. November 7th is the public hearing. The town budget will be finalized November 13, 2024.

#### **PAY ALL BILLS:**

- J.Welch **moved and** J. Hall **seconded. All approved**

#### **Desk Project Update:**

- We believe we have most of the money needed to fund the desk. The plans will be finalized by the end of October. It will take 6-8 weeks for the desk to be constructed. 50% of the funding is due November 1st and the rest upon completion and installation of the project. It will not exceed the \$25,000 quote. We are not certain what our share will

actually be until we have the plans.

#### **DRI PROJECT:**

- Next meeting will be held on November 4th.

#### **CORRESPONDENCE:**

- Thank you notes need to be written for desk donation project and memorial donations.

#### **DIRECTOR'S REPORT:**

- **See report for all details**
- Excel training was very helpful for staff.
- The Friends of the Library have been a huge help in funding our needs. ● Our numbers were up overall for this summer. Discussed hiring a summer part time helper, possibly an intern or employee of another library. Tabled.
- The Lake George Music Festival has been moved to June of 2025. We will have musicians in the library again.
- We are moving our story time that was targeted to preschoolers to the third Thursday of the month targeted to K-1. This will be held from 2:45-3:15. A story and craft project will be offered.
- Providing our patrons with Newsbank was discussed. The cost is \$500.00/year. It provides full text newspapers, a blog and web content. This was tabled until our next meeting pending more information.
- We now have PayPal.

#### **BUILDING & GROUNDS:**

- Carpets have been cleaned by All Clean.
- LaPan has been in to service the furnace.
- The sprinklers have been blown out.
- Discussion as to how best to address the light out back. The whole fixture needs replacing and will again be replaced with the new construction.
- Nature's Way has concluded its service until next October, unless we need to call them back.

#### **GRANTS:**

- We did not receive the Pearsall grant for the archives and will ask the friends to help fund.
- We did receive the DLD grant from SALS to help with the bathroom projects.

#### **PERSONNEL:**

- L. Burrows reports all is well.

## **FRIENDS:**

- Fundraising dinner at Adirondack Brew Pub November 15 4 pm til close. Say you are with the library and they will donate part of the proceeds to our library.
- Friends Holiday Social at the library December 9th at 4 pm. We are thankful for our friends and all the help they provide to our library.

## **NOMINATING:**

- No report.

## **COMMITTEES:**

- Nominating- P. Mannix and L. Coccozza
- Grant- S. McEnaney, J. Welch, P. Mannix
- Personnel- L. Coccozza, A. Chambers, J. Hall
- Building and Grounds- E. Kopf

## **NEW BUSINESS:**

- Our new long range plan is due in 2026. We are doing well meeting our goals for this current plan.
- Accessibility website will be due in 2026 as well.

## **ADJOURNMENT:**

- L. Coccozza **moved** and J. Welch **seconded All approved.**

Respectfully submitted,

**THE NEXT MEETING IS November 15, 2024 at 9 am**

Respectfully submitted,

Patricia Mannix