

CALDWELL-LAKE GEORGE LIBRARY

BOARD OF TRUSTEES MINUTES

November 15, 2024

CALL TO ORDER: President Amy Chambers called the meeting to order at 9:12 am
PRESENT: A.Chambers, L.Cocozza, E.Kopf, J. Loonan, S. McEnaney, P. Mannix, N. Stannard
ABSENT: J.Welch, P. Davenport, J. Hall
Also Present: L. Burrows

APPROVAL OF MINUTES: Minutes approved with correction of date change for the November meeting to the 15th of November. J.Loonan **moved and** L. Cocozza **seconded to approve the October minutes. All approved**

TREASURER'S REPORT:

Refer to the report written by Laura Cocozza,
Total Funds:

- We are solid with a \$40,000 reserve which \$25,000 will have to come out for the desk.
- \$33,800 until our January check from the town of Lake George
- Match for bathrooms is 25% of total cost~\$12,356
- SALS approved our grant for the bathrooms
- DLD kicked it back for more detailed information on the construction
- We need a more detailed estimate from the contractor before we can send our information to DLD
- We reached out to Paul for more detailed information so we can submit it by the December 5th deadline to SALS

PAY ALL BILLS: L.Cocozza **moved and** A. Chambers **seconded. All approved.**

Desk Project Update:We are still waiting for the final estimate.

DRI PROJECT: We are expecting to be on the final slate that will be submitted to the governor.

CORRESPONDENCE:

- None

DIRECTOR'S REPORT:

● See report for all details

- Thank you to Josh for stepping up and holding down the fort while Roberta and Laura were ill.
- Senior planet is back on track and SALS applied for a grant to help fund the program. ● The second Excel training was very helpful to Laura in creating and streamlining reporting data.
- We close at 2 pm the day of the Holiday Pajama Party on December 5th.
- Friends social @4pm Tuesday December 9.
- 19 children attended the 2:45pm after school story hour.

BUILDING & GROUNDS:

- Hour Electric fixed the lights on the back of the building.
- Nature's Way came and sprayed for the yellow jackets on the left of the front door. They will not return until April unless we need them.
- The bench has been delivered out front. The plaque has been put on and the bench is secured.
- L. Burrows will talk with the Sullivan family to see if they would like to have a reception/dedication.

GRANTS:

- We received the Charles R. Wood foundation grant for \$5,000.00 to help with children's programming.

PERSONNEL:

- L. Burrows will do staff reviews.
- The personnel committee will meet with L. Burrows after Christmas to complete her yearly review.
- Waiting to see if there is interest in insurance with Aflac. Three people are needed as a minimum to insure staff at the library.

FRIENDS:

- We will ask them to help fund the holiday party.

NOMINATING:

- Nothing at this point.

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:

- We will contract with Newsbank which provides over 4,000 full text newspapers. Our fee will be based on the circulation of materials for our library. The New York Times is not included in the subscription.
- The annual dinner will be Thursday April 10, 2025. The theme for National Library Week is “For a richer fuller life, read.”
- Baskets are due in the library March 28th for display in the library.

ADJOURNMENT: 10:19 L. Coccozza **moved and E.Kopf seconded All approved**

Respectfully submitted,

Patricia A. Mannix

THE NEXT MEETING IS DECEMBER 13, 2024.