

CALDWELL-LAKE GEORGE LIBRARY BOARD OF TRUSTEES MINUTES December 13, 2024

CALL TO ORDER:

- S.McEnaney called the meeting to order at 9:09 am.

PRESENT: L.Cocozza, J.Hall, E.Kopf, J. Loonan, P. Mannix, S. McEnaney, and J. Welch, P. Davenport arrived at 9:30 am.

ABSENT: A. Chambers, and N. Stannard-Linehan **Also Present:** L. Burrows

APPROVAL OF MINUTES:

- J. Welch **moved and** J. Hall **seconded to approve the minutes** with corrections. **All approved.**

TREASURER'S REPORT:

- Refer to the report written by Laura Cocozza,
- Total Funds: \$40,000 in reserve
- Desk project \$25,000
- Available til next funding \$23,800
- We will need a \$12,000 match for the bathrooms which is 25% of the project cost.
- Amy signed the agreement with The Town of Lake George. Our budget was approved. We expect our funding check by the end of January.

PAY ALL BILLS:

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

Desk Project Update:

- Trevett Millworks will be at the Library December 18, at 11am to lay out the desk plans. The project will not exceed the \$25,000 quote. We are not certain what our share will actually be until we have the plans. We need to report to SALS by April 1.

DRI PROJECT:

- We are awaiting final approval from the state.

CORRESPONDENCE:

- Sympathy card to Barbara O'Reilly's family. We received a letter from her before she passed with a donation and a letter stating how much she appreciated the library.
- Letter from the Town of Lake George that we will receive our funding request.
- Thank you notes written to The Friends and Rachel's Breads

DIRECTOR'S REPORT:

- **See report for details.**
- The PJ party was a huge success.
- Project local with Vincent Woolley will be up in January.
- The Friends of the Library have been a huge help in funding our needs.
- We are offering language classes from LGCSD World Language Department. Two Saturdays in January, the 11th and 25th. 4-5 year olds will be the first session and 6-8 year olds the second session from 9:30-11:00 am. Students from the High School will be leading the classes.
- We are adding a painting class from Morgan Taylor \$30/person max 10 people.
- Chris Mondell head of IT for SALS will help us get set for Newsbank with Spectrum.
- Newsbank will be up and running once we have Spectrum providing us with a static IP. The cost for NewsBank is \$500.00/year. It provides full text newspapers, a blog, and web content.
- Friends social was held and despite the weather we had a nice turnout.
- The Wood Grant was approved for \$5,000 which needs to be spent for children. We will use it for a yoga class and revamping the non-fiction collection, which is a priority for our library.
- Senior Planet will be on booking vacation stays in January.
- Library Consortium are being viewed on demand not live. We will continue to provide information regarding live viewing and access from our website.

BUILDING & GROUNDS:

- The lawn out front has been mowed by Todd. Ed raked.
- Shoutout to Roberta for decorating out front.
- The new bench is out front. It looks great.
- We have fixed the light out back. It's working very well. It lights up the whole parking lot.

GRANTS:

- SALS is applying for a grant from The National Endowments for the Arts for their big read for adults. The theme is nature and how it affects our wellbeing. We as a library system chose Fuzz by Mary Roach. If we get the grant we will get 15-20 copies of the book here. Then we will have a program that corresponds with the theme. We will team up with the LGAP and offer something artistic that goes with the book. We need an idea by January 6th. Program begins September 1st, 2025.

- We will apply for Stewart's Holiday Match.

PERSONNEL:

- We met with the director and she continues to do a fine job and will receive a raise for her continued excellent job.
- Laura is meeting with staff before the first of the year and raises have been budgeted for them. The staff is working great and kept the library going during the director's illness.

FRIENDS:

- Reminder to renew memberships if you haven't done so already.

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:

- Proposal to change new business to after director's report.
- Move correspondence to the end. S.McEnaney will touch base with Amy to change.
- April 10 will be the date of our annual dinner.
- March 21 baskets due

ADJOURNMENT:

- J. Hall **moved and** J. Welch **seconded** **All approved.**
- Meeting adjourned 10:06.

Respectfully submitted,
Patricia Mannix

THE NEXT MEETING IS January 17, 2025 at 9 am