

**CALDWELL LAKE GEORGE LIBRARY
BOARD OF TRUSTEES MINUTES
MAY 16, 2025**

CALL TO ORDER: Vice President Sue McEnaney called the meeting to order at 9:10 am.

PRESENT: A. Chambers, L. Coccozza, J. Hall, E. Kopf, J. Loonan, J. Welch, P. Mannix, N. Stannard-Linehan **ABSENT:** A. Chambers, J. Hall **Also present:** L. Burrows, CLGL Director

**APPROVAL OF MINUTES:
MOTION:**

- L. Coccozza moved and P. Davenport seconded to approve the April minutes as written. All approved.

TREASURER'S REPORT:

- Discussion on the amount of money we are spending on programming. The demand for programming is high and we have spent a good portion of our budget on programming, as we are trying to keep the programs free. The friends gave us \$1,100.00 to spend on one program per month for the rest of the year. The program offerings are lower in the summer, especially in June when the musicians are here. Children's programming takes up the bulk of July and August.
- The Wood Grant is used to pay for our children's programming.
- We paid twice for the Sun Newspaper and that will be addressed.
- We received enough money from the SALS construction grant to fund one rectangular table. We cannot apply for funding for the same thing twice.
- We have \$11,000 per month, although we would be more comfortable with \$13,000. We will make do with our available funds.
- We need to address the drywall damaged from the desk installation. Rulyn recommended a fabric covered cork board that would complement the wood and stone. The additional cost is \$907.52, which includes installation. Mark Trevett will install the cork board for us. The Friends are paying for this. They are so good to us!
- The annual dinner was a success, and we made \$4,540.00 from the event. It is our biggest fundraiser of the year, and we are grateful for the support we receive

from the community. We have already allocated \$3,000 of that money for operating expenses.

- We thank Kathy Muncil and Fort William Henry for donating \$1,000 to the Community Block Party. We will share fully in the proceeds from the event.
- Refer to the report given by Treasure for particulars.

MOTION TO ACCEPT THE TREASURER'S REPORT:

E. Kopf motioned and J. Welch seconded.

MOTION TO PAY ALL BILLS:

E. Kopf motioned and J. Loonan seconded.

CORRESPONDENCE:

- Thank you note sent to Stan Cinfarno for book donations.
- Thank you note sent to Holiday Inn for hosting our dinner and donating part of the proceeds from the dinner back to us.

DESK UPDATE:

- The desk project will be complete upon the cork board installation. Once that is complete, we will contact the Sun and arrange to have a representative from Northern Hardwoods there for a photo to show our appreciation for the beautiful wood we received from them for the project.

DIRECTOR'S REPORT:

- We were closed for five days for desk installation. Mark will custom cut the cork board for us, install the shelves under Roberta's standing desk, and replace some drawer pulls.
- We served people curbside while we were closed.
- Read to paint is on display now and there was a reception with the children from the Elementary School.
- Laura ordered an Apple M4 mini for her desk.
- Senior Give Back Day is next Wednesday, May 21st. Jan will be here with them.
- A discussion of an open house came up to coordinate the desk photo and the bench dedication.
- We need to have the match (\$12,356.25) for the DLD construction grant for two accessible bathrooms.

COMMITTEE REPORTS:

BUILDING AND GROUNDS:

- The beds have been mulched, and they need to be weeded.
- Sandbags with pea gravel have been ordered in hopes of keeping the new sign upright.
- Lapan serviced the HVAC system.
- All Clean is coming to clean the carpets on June 22nd.
- Request out to Matt Sicard to turn on the sprinkler system.
- The Town mows for us and the Village plows the road and our parking area.
- We may try to install cement slabs for our benches with a future construction grant.

GRANTS:

- We received the SALS Construction Grant, and it needs to be spent by April 1, 2026. We received \$3,000 and requested \$5,000. We will
- We have \$5,000 from the Wood Foundation, and we are spending it on our children's programming and materials.
- Hudson Headwaters Health grant comes up in the spring, and we will apply for that.

PERSONNEL:

- Roberta will be out from June 2 until July 4.
- Debbie Mosebach has been training with Roberta.

FRIENDS:

- They will be holding a book sale during The Block Party.
- We will be closed June 14th due to the Hudson Valley Fireman's Parade, so the book sale will be on Friday the 13th.

OLD BUSINESS:

- None.

NEW BUSINESS:

- Block Party is from 11am-8:30pm on May 17. We are all packed and ready to go. We will be on the St. James Church lawn. The friends will have a book sale at that time under our tent.
- The long-range plan of service is due in 2026. We will be implementing it in 2027. We need to begin working to complete it by the 2026 date yet to be determined.

NOMINATIONS:

- Trustees for a three-year term. Amy Chambers, Susan McEnaney, and Petra Davenport. Motion made by J. Welch, seconded by J. Loonan. All approved.

- Vote on the slate of officers.
- Amy Chambers-President
- Susan McEnaney-Vice President
- Laura Cocozza-Treasurer
- Pam Mannix-Secretary
- J. Welch motion. P. Davenport seconded. All in favor.

ADJOURNMENT:

- Motion to adjourn was made by Kopf and seconded by Welch. The meeting was adjourned at 10:17 a.m. All approved.

Respectfully submitted,

Patricia Mannix

THE NEXT MEETING WILL BE ON JUNE 20, 2025