

CALDWELL LAKE GEORGE LIBRARY
BOARD OF TRUSTEES MINUTES
June 20, 2025

CALL TO ORDER: President A. Chambers called the meeting to order at 9:10 am.

PRESENT: A. Chambers, L. Coccozza, J. Hall, E. Kopf, J. Loonan, J. Welch, P. Mannix, S. McEnaney

ABSENT: N. Stannard-Linehan

Also present: L. Burrows, CLGL Director

APPROVAL OF MINUTES:

MOTION:

- J. Loonan moved and S. McEnaney seconded to approve the May minutes with changes. All approved.

TREASURER'S REPORT:

- The Wood Grant is used to pay for our children's programming Bubble Bonanza on July 16th.
- The Seagle Program is funded by The Stewarts Grant.
- We received \$3000.00 from the SALS construction grant and will need to have the furniture we decide to purchase in our building by April 1, 2026. It will take 4-6 weeks to receive once we order the furniture. \$6,000 will allow us to order two squares and eight chairs.
- We have \$40,000 in reserve and allot \$6,000 for the furniture-2 square tables and 8 chairs. This includes the \$3,000 from the grant and \$3,000 from our funds.
- We have \$85,000 which is approximately \$11,000 per month until our next funding check.
- Hoopla didn't receive our January check. We are working to ensure that it doesn't happen again.
- Refer to the report given by Treasurer for particulars.
- We need to be mindful of replacing Treasurer by next June and need a shadow for Laura C.

MOTION TO ACCEPT THE TREASURER'S REPORT:

- P. Mannix motioned and A. Chambers seconded.

MOTION TO PAY ALL BILLS:

- S. McEnaney motioned and J. Hall seconded.

CORRESPONDENCE:

- Thank you notes need to be written L. Burrows has a list.

DESK UPDATE:

- The desk project will be complete upon the installation of the cork board by mid-July. We will contact The Sun, The Chronicle and The Post Star for a press opportunity to showcase the desk and our wood supplier Northern Hardwoods.

DIRECTOR'S REPORT:

- The Post Star subscription has increased from \$22.00 to \$27.00/month.
- Drop-in crafts will be available all summer.
- PEP kids (K-2) will be in every Friday from July 11- August 8.
- Youth Commission (3-5) 10 am from July 7-August 4.
- The theme for summer reading is Color Your World.
- Yoga classes every Thursday July 10-August 14 at 10 am. Drop in for ages 3-12.
- Bubble Bonanza is July 16th paid by The Charles R. Wood Grant.
- July 30 The Seagle Music Festival Monkey and Francine in the City of Tigers, 10 am at the high school.

COMMITTEE REPORTS:

BUILDING AND GROUNDS:

- The gardens are in good shape.
- Joann made placards for the plants in the beds.
- The sign is now secure.
- Nature's Way has been out to address the yellow jackets.
- Request out to Matt Sicard to turn on the sprinkler system.

GRANTS:

- Hudson Headwaters Health grant comes up in the spring, and we will apply for that.
- Applied for DLD Grant from SALS and has been approved at SALS. It is now at the state for final approval. The amount was \$49,425. We have a 25% match on that which is \$12,356.25 for the bathrooms and elevator.

- Matt Simpson had \$40,000 appropriated to the library which we probably won't see until the end of the year. It can be used for operations and to offset construction costs. It cannot be used for a match on another grant.

PERSONNEL:

- Roberta is doing well.
- Debbie Mosebach is working out well. We are in good shape for the summer.

FRIENDS:

- They will be holding book sales for two days on the second Friday and Saturday of each month for July, August, and September.
- Membership renewal month in September.

OLD BUSINESS:

- None.

NEW BUSINESS:

- Motion to accept Paul May's contract made by J. Welch seconded P. Davenport. All in favor.
- Lump sum \$48,000 for design, development, construction documents, bidding, and construction administration.
- Site plan review and other local jurisdictional submissions and presentations shall be hourly as an additional service. Schedule A.
- The owner shall reimburse the architect for expenses incurred in the interest of the project.

DRI:

- Our DRI construction was approved for \$ 433,000.00, which is the amount we requested.
- We will go to bid this fall and hope to begin construction in early 2026.
- The downstairs bathroom is listed as a contingency in case we don't have enough money to complete if the bid for construction comes in too high.
- We would have to find a funding source for the second bathroom in that case.

ADJOURNMENT:

- Motion to adjourn was made by J. Hall and seconded by J. Loonan. The meeting was adjourned at 10:15. All approved.

Respectfully submitted,

Patricia Mannix

**THE NEXT MEETING WILL BE ON SEPTEMBER 19, 2025, at 9:00
am.**