

Caldwell-Lake George Library
Board of Trustees Minutes
March 20, 2026

Call to order:

President A. Chambers called the meeting to order at 9 am. The Board and L.Burrows met with The Phinney Design Group until 10:05 am.

Present:

E.Kopf, J.Welch, S.McEnaney, P.Mannix, K.Morrison, A.Chambers, J.Loonan

Also present: L. Burrows CLGL Library Director and Brennan Drake & Emily MacDougall from the Phinney Design Group.

Absent:

P. Davenport, L.Cocozza,

Motion:

- S. McEnaney made a motion to approve the Memorandum of Understanding between The Town of Lake George and Caldwell-Lake George Library as presented March 16, 2026.
- J. Welch seconded. All approved. (See attached)

Approval of last month's minutes:

- J. Welch made the motion to approve the February minutes. J. Loonan seconded.

Personnel Report:

- All is well.

Treasurer's Report:

- The furniture bill has been paid.
- NY Fire & Security is servicing the system in the next few weeks as per our current contract.

Motion to pay all bills:

- S. McEnaney moved and E. Kopf seconded. All approved.

Director's report: (See attached)

- Spectrum replaced the outside wiring.

New Business:

- Public Forum in an open house format with The Phinney Design Group on upcoming DRI construction on April 16th at 6pm at the library.

COMMITTEE REPORTS:**Building and Grounds:**

- The light in the bathroom was replaced.
- During construction, the entire roof will be replaced.

Grants:

- ALA Grant for \$10,000 which should be hitting our account soon. Hoopla is one of the approved expenses. We will not do anything with Grant Administration until after our community conversation in June to determine if the goals we set are appropriate.
- We received \$500.00 from Stewart's Holiday Match.
- We received the LARAC Grant to fund 12 arts programs at \$350 apiece.

Human Resources:

- The SALS Director is working on providing a template for an employee manual.

Strategic Planning:

- Moving along with rewriting our goals.

Nominating:

- P. Mannix and L. Burrows will be meeting with two people individually to explain the roles and responsibilities of becoming trustees. We are hopeful they will agree to serve with our board.

Annual Dinner:

- Baskets are coming in and will be put out on Friday the 10th for ticket sales.

Block Party:

- Chicken BBQ tickets for dinner from The Barnsider on May 16th, are for sale at \$20.00. The library will receive \$10 from each ticket sold.

Friends:

- There is a continuing push to have a plan to deal with the book sale books in the basement before construction takes place.
- There was a discussion on how important the Friends are to us and how the book sale does bring in considerable income. We are considering how to proceed and display the books after the construction is complete.

Correspondence:

- Thank You notes need to be written.

Adjournment:

- A motion to adjourn was made at 10:25am by J. Loonan and seconded by A. Chambers. All approved.

Next Meeting: Friday, April 17, 2026, at 9:00 am.
Community Open House: Thursday, April 16, 2026