

**Caldwell-Lake George Library
Board of Trustees
May 15, 2026**

Call to order:

President Amy Chambers called the meeting to order at 9:03am

Present:

J. Loonan, J. Welch, S. McEnaney, K. Morrison, A. Chambers, P. Davenport, L. Coccozza, N. Stannard-Linehan

Also present: L. Burrows CLGL Library Director

Absent:

P. Mannix, E. Kopf

Approval of last month's minutes:

S. McEnaney made the motion to approve the April minutes, J. Loonan seconded

Personnel Report:

All is well

Executive session-

J. Welch motioned to enter Executive session and P. Davenport seconded. Board entered session at 9:20am to discuss additional staff compensation from grant funds designated for staff time.

A decision by the board was made and the Board resumed public meeting at 9:30am. S. McEnaney motioned to come out of Executive session and L. Coccozza seconded. All approved

Treasurer's Report:

- The library's total funds currently stand at \$239,061. After accounting for the following commitments, the remaining balance is \$99,240:
 - Operational Reserve: \$45,000
 - Grant Match: \$12,500
 - Construction Donations: \$5,300
 - Grant-in-Aid (Dan Stec) for construction overruns: \$40,000
 - DLD Grant for bathroom construction: \$33,361
 - Holiday Inn bill: Approximately \$3,660 (TBD)
- This leaves the library with approximately \$11,675 per month until the next funding check.

Motion to pay all Bills:

J. Loonan moved and A. Chambers seconded. All approved

Director's Report: (see attached)

- Programming for Fall is currently on hold due to construction project
- Construction drawings are on track with the help from the town
- Laura attended all classes required for the ALA grant
- Insurance coverage will need to increase due to the construction project.
- Lake George Music Fest is having a concert on June 5th. They are donating half the ticket sales to the library.
- A new children's music program for children age 5 and under has started and will continue throughout the summer

New Business:

- Capital campaign launch plans are underway
- LARAC grant ceremony will take place on June 25th. L. Burrows, S. McEnaney will attend
- Summer programs will need volunteers to help on Mondays, Wednesdays and Fridays
- The library will participate in a Hiking backpack program

Committee Reports:

Building and Grounds:

- Sprinklers will be turned on at the end of May
- Carpet cleaning- \$300

Grants:

- Laura will apply for phase 2 of the DLD grant to assist with the door project

Human Resource Policy:

- The board will utilize the template received from SALS

Strategic Planning

- The board will set dates for community conversations

Nominating:

- New officers were determined as follows:

President- A. Chambers

Vice President- S. McEnaney

Secretary- P. Mannix

Treasurer- K. Morrison

A motion by J. Welch to approve these officers, seconded by J. Loonan. All approved

Annual Dinner:

- The bill was received from Holiday Inn for \$3,657.46. The Holiday Inn took 10% off the bill as a donation.

Friends:

- Book sales will be held through the summer

Correspondence:

- Thank you notes need to be written to Holiday Inn, John Luthringer, Fort William Henry

Adjournment:

- A motion was made at 11:10am by J. Welch and seconded by K. Morrison. All approved.

Next meeting: Friday, June 19, 2026