

Fort Edward Free Library
Board Meeting
March 11, 2020

Attendance:

Present: James Donahue, Mary Ellen Fisher, Denise Mayer, Kathleen Smatko, Janelle Rose, Katie Hunsdon-Stannard
Staff: Vicki Plude

Welcome:

Meeting called to order by Board President J. Donahue at 7:05 pm.
Minutes of the February 11, 2020 meeting were unanimously approved. (M. Fisher, K. Smatko)

Financial Report: Presented by Treasurer, M. Fisher.

- Checkbook balanced and bills paid through February 2020.
- Village and Trust funds deposited
- Year-end report to SALS submitted and questions resolved
- 990 due May 15th, Mary Ellen will send information to the accountant

Librarian's Report: Presented by Director, V. Plude.

- Full report not presented due to technical problems in SALS system. Meeting March 25th at SALS for training because reporting has changed
- February borrowing, Wifi, ILL lending/borrowing report presented
- Tutoring services being held at the library
- Harry Potter coding program was a success at the school, working with Kate. Attendance was 36 kids in the week.
- Vicki attended at workshop at SALS about summer reading program on March 5th
- Kate is working with Vicki to update the Library's webpage; policies, minutes, mission statement, etc.
- Erica (SALS) meeting for Long-range planning is scheduled for Wednesday, April 29th
- NYS Museum Rock and Fossil Show: 15 people went on the library-sponsored bus trip Saturday, Feb 15

Correspondence:

Agreement with MVLS (Mohawk Valley Library System) and SALS signed

Unfinished Business:

1. Committee for Long Range Plan: Erika to meet with various groups in Fort Edward on April 29
2. Moving fence: In preparation for installation of fence, we need to survey the property line and cut down trees. Move forward in the spring. Nothing moving yet, James will talk with church
3. Seed Challenge SALS Grant (Story Wall): Adam DeVoe is working on story and video; Vicki will check with Adam to see if he needs help
4. Book sale at Library during Village/town Garage Sale, 3rd Sat in May (May 16th), Vicki presented to Village Board town approved, village is discussing, but shouldn't have problems. Darleen Lundgren will help
5. Snow removal: Will check with companies to plow parking area and sidewalks for next winter
6. Corn-hole Tournament: Fundraiser for library to replace golf tournament. Janelle will lead organizing this event. Discussed raffling off corn hole boards with FE business names. Can have at Market Place only if no alcohol; another option is the Idle Hour, Janelle is going to reserve Aug 1st. Discussed sponsorships, donations, raffle, etc. Janelle will form small group to help plan this.

7. Coding program with school grades 3-5: Finch robots for school (\$120 x 5) Chrome books (\$150 x 5): New models not yet for sale (anticipating June 2020). Amazon coding kit, Harry Potter Wand Coding Kit (\$70/kit), 5 kits. Stewarts Grant Program funding. Motion to purchase robots and wands for coding programs up to \$2000 unanimously approved (J. Rose, K. Smatko). Waiting to hear from Stewart's grant.
8. Living Resources groups: Visits can be disruptive to other patrons; Vicki called manager to request better supervision. They have not been here, going to Vermont.

New Business:

1. SALS sent information that the staff PC will be expiring in July, need to order before 12/31/2020.
2. Library Market totem pole signage fee is \$75 per year. Motion to pay this fee unanimously approved (J. Donahue, M. Fisher).
3. Planning programs for April break: programs, hiking, Rogers Island Visitor center
4. COVID-19 Disinfecting precautions: V. Plude and L. Ives are wiping down desks and public areas every day, wiping books before reshelving.
5. Library Budget: J. Donahue anticipating that the amount allocated to the library from the FE School will be reduced due to school budget issues.

Motion to close the meeting at 7:52 pm. (K. Hunsdon-Stannard, K Smatko).

Next Board meeting is scheduled for 04/08/2020 at 7:00 pm.

Respectfully Submitted by D. Mayer, FEFL Board Secretary (2020-May-15).