

Fort Edward Free Library
Board Meeting Minutes (DRAFT)
January 12, 2022

Attendance:

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

Staff: Vicki Plude *Absent:*

Welcome:

Meeting called to order by J. Donahue at 7:06 pm. Hybrid meeting, in-person and on Zoom. Minutes of the December 8th, 2021 meeting were unanimously approved (K. Hunsdon-Stannard, K. Smatko).

Financial Report: Presented by Treasurer, M. Fisher.

- Bills were paid and accounts balanced through the end of December 2021.
- Checkbook reconciled as of December 31, 2021
- \$3500 paid for Stanton fencing (McCarty funds)

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

- Report of items, patrons, circulation, new items, Wi-Fi usage, interlibrary loans for December
- Craft program Dec – no signups, 2 take homes
- Donations in drop box have stopped.
- Surge in Delta variant of COVID-19.

Correspondence:

- SALS – Sara Dallas – 2 staff added
- Open meeting law – extended by governor Hochul
- NY Library Association membership renewal
- Erica – inclusive conversation series – workshop facilitation skills for small and rural libraries
- Stanton Fence – received additional bill for taking down and removal trees and fence \$300, Treasurer Fisher will make payment
- IRS – never received 3rd quarter payment but have cashed check and paperwork. They indicate that we need Schedule B but does not pertain to us.

Unfinished Business:

1. Story Wall Videos: Still no communication from Adam. Denise sent PM on Dec 8th, no response and again on Jan 7th. Janelle will check with Kathy his mom.
2. New minimum standards: Need to meet in with Erica to discuss Minimum Standards. Vicki will set up a committee meeting regarding Minimum Library Standards. No date for Feb meeting yet.
3. Wall repair and shelving: Jason working on quote for repairs but have not heard from him. James will reach out. No response from Jason yet. Janelle will check with him.
4. Oakes: Continuing a monthly program. December went well, 29 items, 8 new cards
5. Neighbor: Property boundary issue. Waiting for final survey. No word.
6. Seats on the Board of Trustees:

- a. President, J. Donahue; Vice-President, J. Rose; Treasurer, M.E. Fisher; Secretary, D. Mayer. Unanimously approved (K. Hunsdon-Stannard, K. Smatko).
- b. A motion to appoint John Godfrey to Seat 1 on the board was unanimously approved (D. Mayer, J. Rose). Seat 1 is reappointed in 2023 (previously Taylor).

NEW Business:

1. Holiday Match grant proposal due by 1/31/2022 – Will collaborate with FE school, Rec, Market. Flashlight Friday – pick up flashlight at the library, kids read in the dark.
2. March enrichment program
 - a. Finch robots – Jack from SALS is looking into getting them

Ocean of Possibilities – summer reading programing, Feb 16

Hoopla – ebooks, audio books, etc. – Easton Library offers it – Will apply for funding through Home for Aged Women grant

Motion to close the meeting at 7:39 pm was unanimously approved (J. Rose, K. Hunsdon-Stannard).

Next Board meeting is scheduled for 02/09/2022 at 7:00 pm. Format TBD.

DRAFT Minutes Respectfully Submitted by D. Mayer, Secretary. (to be presented at Trustee meeting in February 2022)