

Fort Edward Free Library
Board Meeting Minutes
September 14, 2022

Attendance:

Present: James Donahue, Mary Ellen Fisher, John Godfrey, Katie Hunsdon-Stannard, Morgan Clark

Staff: Vicki Plude

Unexcused absence: Janelle Rose

Welcome:

Meeting called to order by J. Donahue at 7:02 pm. Hybrid meeting, in-person and on Zoom. Minutes of the June 8, 2022 meeting were unanimously approved (M.E. Fisher, J. Godfrey).

Financial Report: Presented by Treasurer, M. Fisher.

- Bills were paid and accounts balanced through the end of August 2022.
- Checkbook reconciled as of August 31, 2022
- The second quarter report was completed at the end of June. Unanimously approved (M. Clark, J. Godfrey)
- The board will go over the third quarter report at the October meeting

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

- Report for July and August on items, patrons, circulation, new materials, Wi-Fi usage, and interlibrary loans
- "Oceans of Possibilities" was this year's Summer Reading Theme. Collaborating with the library were Fort Edward Elementary School Educators and students, one non-district Educator and Students, along with home-schooled families. Minutes read from July 1 through July 31 accumulated to a grand total of 27,345 minutes. The library also collaborated with the Fort Edward Rec. Dept. and the Canal Street Market Place in sponsoring themed related activities and events. Vicki has submitted the 2022 SRP Report and Jack Scott from SALS will send the final copy. The library has begun a new report that shows how much patrons save by borrowing vs. purchasing materials.

Correspondence:

- SALS will have a meeting regarding the open meetings law on Friday, September 16, at 10am. Vicki, Mary Ellen, James, and Lynn will attend and all board members are invited.
- Grant was submitted to the Washington County Home for Aged Women, which is intended to cover the cost of large print books.
- The village hand delivered a letter donating grant money to the library.
- Received a thank you card from Sue Owens
- Received a thank you card from the Food pantry
- Glens Falls National is redoing their system this weekend and funds may not be available.
- Received information from SALS regarding 1st amendment audits- the library can regulate speech and can deny recording on library property.
- SALS recommends getting cyber liability insurance and receiving phishing training
- Utica National sent a downloadable book covering insurance information
- The library needs to have a policy for reconsideration of library resources. Easton sent a

- Received a town budget request

Unfinished Business:

1. Shelving- On break due to heat
2. Church- Library will look into hiring a surveyor.
3. Driveway- Waiting until next year to pursue.
4. The board will take former members out to dinner in November.
5. Trees- will reach out and get a quote to remove the tree. Offer to split the cost with Kathy.
6. Historical films- will be adding music.
7. HVAC- will be getting 3 quotes

NEW Business

- Tim Clark has proposed a new program, a video game tournament, to be held at the library. The board will speak to Tim for further details.
- Locktoberfest- Vicki will have a pumpkin decorating program. Cost of pumpkins will be split with the Canal St. Marketplace.
- Vicki has asked the Canal St. Marketplace to allow use of the barn to host movie nights.
- John Webber would like to give historical talks at the library on a selected date.
- The board will develop an attendance policy.

Motion to close the meeting at 8:49 pm was unanimously approved (M.E. Fisher, M.Clark).

Next Board meeting is scheduled for 10/12/2022 at 7:00 pm.

DRAFT Minutes Respectfully Submitted by Secretary. (to be presented at Trustee meeting in October)