

Fort Edward Free Library
Board Meeting Minutes
January 11, 2023

Attendance: James Donahue, Mary Ellen Fisher, John Godfrey, Kate Hunsdon-Stannard

Late Arrival: Morgan Clark (arrival at 7:04)

Staff: Vicki Plude

Welcome:

A meeting was called to order by James Donahue at 6:57pm. Hybrid meeting, in-person and Google Meet. Minutes of the December 14 meeting were unanimously approved (M.E. Fisher, J. Godfrey)

Financial Report:

- Bills were paid and accounts balanced through the end of December 31, 2022.
- Checkbook reconciled as of December 31, 2022.
- Reviewed the 2022 report.
- W2 info is ready for Eric Smatko.

Librarian's Report:

- Report of items, patrons, circulation, new items, Wi-Fi usage, and interlibrary loans for December.

Correspondence:

- Received letter from SALS notifying Vicki that she was selected for the technology training program. Contains info on what the courses entail and requirements.
- Received annual contract from JA. Board president will review and sign.
- Received letter from JA notifying that the monthly cost will increase to \$273.51/month for 2023
- Received a letter from Sara Dallas regarding a training opportunity in New Orleans 9/27-9/30
- Received information regarding an Asset Mapping Webinar on 1/12. Vicki will attend.
- Received information from Sara Dallas regarding grants and tax credits for sustainable library buildings.
- Vicki received a certificate for completing "Threats in Public Libraries".
- Art donated (canvas photo) from Ed Burke.
- Art donated from Betty O'Brien for a fundraiser. Will send a thank you card.
- Received an email from Sara Dallas regarding the change in number of board members. We will need to file paperwork and pay fee. Will leave the bylaws until approved.

Unfinished Business:

- Shelving- working on it
- Church- spoke to new pastor. On hold.
- Dinner- 2/15, 7 pm at the Anvil is the tentative date.
- Trees- Branches have fallen due to storm. Vicki reached out to village requesting removal. No answer. May also ask town. Still no word from Stan Hunt. Will send K. Smatko a check for half of the cost.
- Films- Vicki will feature "Groundhog's Day" on 1/28 at 6:30 for ages 10 and up.
- Security- Will purchase floodlights. Motion to allow purchase was unanimously approved (M.E. Fisher, J. Donahue).

- Book Sale- Starting the first week of February, will have books available every Saturday. "Fill a bag" for \$5.

New Business:

- New budget was voted on and unanimously approved for adoption (M. Clark, J. Godfrey).
- The library needs a new paper shredder. Vicki will purchase.
- Upstairs window needs replacing. Vicki will look into contractors.
- The heaters previously thought broken are now working.
- Vicki will be applying for the Stewart's Holiday Match Grant.
- This year's reading program is "All together now".
- The library will be gifting a gift card to both Debbie and Lynne for removing cardboard.
- LEAP has sent a worker to assist. Not working out. Will be sending over another participant in the near future.

A motion to adjourn at 8:12 was unanimously approved (J. Donahue, M.E. Fisher)

Draft submitted by K. Hunsdon-Stannard, Secretary