

Fort Edward Free Library
Board Meeting Minutes
February 8, 2023

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

Staff: Victoria Plude

Welcome:

A meeting was called to order by James Donahue at 7:00 p.m. Hybrid meeting, in-person and Google Meet. Minutes of the January 11 meeting were unanimously approved (M.E. Fisher, M. Clark)

Financial Report:

- Bills were paid and accounts balanced through the end of January 31, 2023.
- Checkbook reconciled as of January 31, 2023.
- Reviewed the January ledger.
- Jack Hall Plumbing and Heating will be paid last installment at completion.

Librarian's Report:

- Report of items, patrons, circulation, new items, Wi-Fi usage, and interlibrary loans for January.
- Website is in the process of being updated.

Correspondence:

- Rec'd correspondence regarding ordering USS Slater passes. Opting out.
- Rec'd thank you from Jack Hall for choosing them to update system.
- Rec'd thank you from Greenwich Library, addressed to Vicki for their visit.
- Rec'd email from Erica, acknowledging that we would not be participating in the senior training program.
- Rec'd email from Sara, notifying the library that NYS will be cutting funds for both libraries and construction assistance.
- Rec'd email from Jack Scott regarding a teen workshop opportunity for the "All Together Now" Summer reading program. Looking for a 5-10 minute presentation.
- Rec'd notice that SALS will hold their next board meeting on 2/21 at 1pm.
- Rec'd information from the American Library Association regarding a grant for disabilities training. Opting out.
- Rec'd email from Kate regarding the ring camera option. Vicki will purchase.
- Rec'd email from Sara about the JA fees for 2024. Slight reduction in cost.
- Rec'd email from SALS regarding a trustee of the year nomination program.
- Rec'd email from SALS regarding information about more than 129 libraries having over 1 million checkouts
- Rec'd email reminder about the cyber security workshop. Vick and Lynn attended.
- Rec'd email from Stewart's acknowledging application for Grant was received.
- Rec'd email regarding the Library program of the year award.
- Rec'd info from Sara regarding resources to host a drag queen story time.
- Rec'd thank you from Kathy Smatko regarding the tree removal.

Unfinished Business:

- Shelving-working on it.

- Church-will get survey in spring.
- Dinner-will be held 2/15, 7 pm at the Anvil Inn.
- Trees-Sent Kathy a check for half the cost.
- Films-there was a hold on the movie, so Vicki couldn't show.
- Security-Vicki will purchase.
- Book Sale- Will start the Saturday after Presidents Day from 9-12.
- Shredder- Vicki ordered through Amazon.
- Windows- Vicki will get estimates.
- LEAP-no one yet. Possibility of new staff later in the week coming in to meet with Vicki.

New Business:

- Mary Ellen will look into the timeline for church property sale.
- Seat Number change- will send in letter to NYS and payment.
- Will reach out to John Webber to host historical programs.
- Staff will choose to development programs to attend.
- PARP-Vicki would like to hire Jeff Boyer to present his bubble science program in March. Will talk to other schools to get a lower fee.
- Vicki would like to bring in the NYS Fish & Wildlife to do a presentation.
- Seats 1 & 4 were renewed.

A motion to adjourn at 8:01 pm was unanimously approved (K. Hunsdon-Stannard, M.E. Fisher)

Draft submitted by K. Hunsdon-Stannard, Secretary