

**Fort Edward Free Library
Board Meeting Minutes
April 19, 2023**

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

Staff: [OBJ] 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 February 8 meeting were unanimously approved (M. Clark, J. Godfrey).

Financial Report:

- Bills were paid and accounts balanced through the end of March 31, 2023.
- Checkbook reconciled as of March 31, 2023.
- 990 was sent to Eric Smatko. James will meet with him and sign.
- Reviewed the 1st Quarter budget report.

Librarian's Report:

- Report of items, patrons, circulation, added items, Wi-Fi usage, and interlibrary loans for February and March.
- Vicki held a movie night for adults.
- Vicki also set up a fishing informational seminar in March. (4 children, 1 adult)
- The bubble program hosted by the library at school for PARP was a big hit.
- The library sold 22 tickets for the school play.
- The kid's movie hosted by Vicki had 2 children attend.
- 2 books borrowed by the Oaks were lost due to patron passing away. They were interlibrary loans. The library will pay for them.

Correspondence:

- Received Stewart's Grant of \$1400. Sent them a thank you card and shared thanks on the website.
Received an email from a patron (to SALS (Southern Adirondack Library System)) regarding their discontent about another library in the system hosting a "Drag Queen Storytime".
- Received notification that our annual report was approved.
- Received acknowledgement from Devon Hazelton regarding eggs.
- Received a request from the Historical Society for a donation.
- Received a "Save the Date" from SALS regarding the Annual Trustee Dinner on 5/15.
- Received a letter from the Secret Garden Project and some free seeds.
- Received an email from Sara Dallas regarding the ALA (American Library Association) Office for Intellectual Freedom and the banned books in Texas.
- Received notice from Dave MacFarland that our laptop is outdated, and the two mini pcs expire in December.

Unfinished Business:

- Church- Mary Ellen presented a timeline. Vicki will text Janelle about having our own survey done (will get a name of someone to do it).
- Security- the cameras are in. Determining the best angle and location where the Wi-Fi will reach.

- Book Sale- looking for a new date.
- Windows- Vicki will have someone get prices.
- LEAP- may have someone from June-September.
- Seat Number change- Save gave a template. Secretary will type up for review.
- John Webber- still interested in historical programs.
- Staff Development- will choose programs to attend.

New Business:

- Motion to approve annual report (K. Hunsdon-Stannard, J. Godfrey) Unanimous.
- Motion to approve a new laptop and 5-year warranty (J. Godfrey, M. E. Fisher). Unanimous.
- Motion to approve the hiring of a property surveyor (M. Clark, K. Hunsdon-Stannard). Unanimous.
- Blue Mountain Lake Museum has our original microfilms. Vicki will send a letter requesting their return. If not returned, the board will look at legal options.
- Fiend Coffee wants to set up his truck at the library. Will do a trial "Books & Coffee" program.
- Program on 4/27: A movie about Jane McCrea, followed by Paul McCarthy speaking.
- Looking into becoming part of "Bike Friendly New York" program.

A motion to adjourn at 8:26 p.m. was unanimously approved (K. Hunsdon-Stannard, J. Godfrey)

Draft submitted by K. Hunsdon-Stannard, Secretary