

**Fort Edward Free Library
Board Meeting Minutes
May 8, 2024**

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

Absent: John Godfrey, Vicki Plude

Welcome:

A meeting was called to order by James Donahue at 6:59 p.m. In Person. Minutes of the March 13th meeting were unanimously approved (M.E. Fisher, M. Clark).

Financial Report:

- Bills were paid and accounts were balanced through April 30, 2024.
- Checkbook reconciled as of April 30, 2024.
- Reviewed monthly expenses and income.
- Received money from the town.
- Received SALS construction grant.
- Received Bascom trust.
- Reviewed 1st quarter report.

Librarian's Report:

- Report of items, patrons, circulation, new items, Wi-Fi usage, and interlibrary loans for April.
- Book club met with 6 participants.
- Garden club met with 6 participants.
- History program had 13 participants.
- Kayak raffle went well.

Correspondence:

- Received assessment notice from the village- price was lower than last year.
- Received thank you letter from Ripon Historical Society for the historical photos sent.

Unfinished business:

- Seat number change- will meet with notary soon.
- Blue Mountain Lake- James will reach out to Paul.
- Microscopes- Denise will pick out best option for library to purchase.
- Rec Department- will meet soon with Vicki to develop summer programs.

New Business:

- PC's- ordered through SALS and also a laptop. The cost was less than the grant award. Will send back the difference.
- Parking Lot- work will begin soon. To be done by Black Velvet Blacktop.
- Computer chairs are in. Need to be assembled.
- Employee handbook needs revision. Secretary will update and email to board for review.

Motion to adjourn was made at 7:28 p.m. and unanimously approved (M. Clark, M.E. Fisher).

Draft submitted by Kate Hunsdon-Stannard, Secretary.