

**Fort Edward Free Library  
Board Meeting Minutes  
September 11, 2024**

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

**Staff:** Vicki Plude

**Welcome:**

A meeting was called to order by James Donahue at 7:01 p.m. In-person meeting. Minutes of the June 14th meeting were unanimously approved (M.E. Fisher, M. Clark).

**Financial Report:**

- Bills were paid and accounts balanced through the end of August 31st, 2024.
- Checkbook reconciled as of August 31st, 2024.
- Reviewed monthly expenses and income.
- Reviewed 2nd Quarter Report.
- July- Rec'd Bascom Trust, Village money and Town money.
- Will send annual estimate of expenditures to town.
- The fencing was paid.
- The remaining costs of the laptop, computers and software were paid.

## **Librarian's Report:**

- Report of items, patrons, circulation, new items, Wi-Fi usage, and interlibrary loans for June, July and August.
- There were 5 programs this summer, with a total of 250 participants.
- Still awaiting word from the Irving Tissue Grant.

## **Correspondence:**

- Rec'd email from Sondra Bromka appreciating the children that attended the Bells & Motley program
- Rec'd a Thank You card from the Kindergarten regarding Vicki visiting and participating in the "Mystery Reader" program.
- Rec'd notice from National Grid that they will be replacing the library's current meter with a "smart" reader.
- Rec'd information from Sara Dallas about the Open Meeting Law.
- Rec'd email from Sara Dallas replying with information about a restroom issue.
- Rec'd email regarding the CSLP Diaper Drive.
- Rec'd email regarding the [ada.gov](http://ada.gov) regulations informing the library that it must be in compliance by April of 2027. Photos and videos must include a description and text must be at least 18 pt or larger.
- Rec'd more info from David Earsing regarding the Fort Edward Parade on 9/13/25.
- Rec'd letter from MVLS regarding their exit from JA.

### **Unfinished Business:**

- Blue Mountain Lake- James will reach out to Paul.
- Microscopes are on hold.
- Employee handbook- Secretary will make changes and submit to board for final review.

### **New Business:**

- The E-gaming program has ended and Tim Clark thanks the library for the opportunity.
- 10/10/24- Mysteries Beyond the Veil program.
- Locktoberfest- requested that Vicki do a craft. Not figured into the budget this year. Will pass.
- Vicki has started the Oaks program again.
- The library will purchase a yearbook ad.

A motion to adjourn at 8:10 p.m. was unanimously approved (J. Godfrey, M. Clark).

Draft submitted by Kate Hunsdon-Stannard, Secretary.