

**Fort Edward Free Library
Board Meeting Minutes
December 16, 2025**

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

Absent: James Donahue, John Godfrey

Staff: Vicki Plude

Welcome:

A meeting was called to order by Kate Hunsdon-Stannard at 7:00 p.m. In person and Google Meet. Minutes of the November meeting were unanimously approved (M.E. Fisher, M. Clark).

Financial Report:

- Bills were paid and accounts balanced through the end of November 30, 2025.
- Checkbook reconciled as of November 30, 2025.
- 3rd Quarter taxes were sent out- there was an address change that we were not notified of. Resent, but may have late fee. The check went though.
- The pipes were fixed. Will need to reevaluate around every 2 years.

Librarian's Report:

- Report of items, patrons, circulation, new items, Wi-Fi usage, and interlibrary loans for November
- Book club met with 10 in attendance

- Calendars are in from the Erie Canal
- A building request form came in for a group to play Dominoes. Approved.
- Patron Nancy Fish passed. Sympathy card sent.
- Vicki and Morgan met Kim Bolan, Sara Dallas' replacement.

Correspondence:

- FHHA- sent an appeal to help at their Christmas dinner. Rec'd after the event occurred.
- Rec'd a building use application for 1/22 for the class of '76 50th reunion. Vicki will be in charge. Approved.

Unfinished Business:

- Per diem- Emily Gates will be working once she is done assisting her family.
- Lawn work- on hold
- Trees- on hold
- Insurance- will pay out of pocket
- Policies- Kim Bolan discussed creating templates. Will hold off until she presents them.

New Business:

- Benches are in.
- Vicki will sell garbage stickers and postage stamps.
- Morgan will set up online donation option.
- There will be a program on 12/30 from 11-1. There will be games, team building exercises and reading.
- Paul McCarthy will be presenting parade films in January.
- The movie "Downtown Abbey" will be shown at the library 1/11 (Sunday) at 2 p.m.

- Next year's summer reading program will be "Unearth a story". There will be an informational meeting 2/9 from 9:30-12:30 at SALS.
- Vicki would like to hold an Army program regarding emergency preparedness. Possibly in February or March.
- 1/14 online- there will be an adult swap meet which will have ideas for caregivers.
- There are now solar panels on each of the ring cameras.
- Vicki thanked the board for her Christmas bonus.

A motion was made to adjourn at 7:48 p.m. and was unanimously approved (K. Hunsdon-Stannard, M.E. Fisher).

Draft submitted by Secretary Kate Hunsdon-Stannard.