

## **Tupper Lake Public Library Board of Trustees Meeting Minutes**

**September 14, 2021**

**Call to order** by Mike Farkas at 9:32 am.

**Attendance:** Trustees: Mike Farkas, Harriet Connelly, Rick Wilburn, Suzanne Orlando, Bob Guiney,  
Library Director: Ben Gocker

**Public Comments:** None

**Minutes** of meeting of August 17, 2021 - motion by Harriet, second by Rick to approve the minutes. All in favor. (5-0)

### **Directors Report:**

- Many of the summer programs have concluded. Library staff will meet and discuss ideas for next summer's programming.
- Staff members Elaina and Nita are cutting back on their hours and I am looking to hire Suzanne Thompson to fill the gap, pending Board and Civil Service approval. Motion by Harriet, second by Rick to approve the hiring of Suzanne Thompson at a starting salary of \$13.00 per hour. All in favor. (5-0)
- Library received a \$4,000 grant from the Adirondack Foundation's Lake Placid Education Fund. The request was for \$9,000 to purchase new book cases and a new circulation desk for the children's room. With the reduced amount awarded to us, we will have to re-examine what can be accomplished.
- Have applied for a Pearsall Foundation grant of \$8,500 to help purchase new chairs for the Community Room. Recipients should be notified of awards in October.
- Bill Contessa of K&L Plumbing and Heating has indicated we should have construction prices to look at by the end of this week (9/10/2021).
- Spoke with Melissa McManus about including a library project in the DRI (Downtown Revitalization Initiative) that the town is applying for from New York State.
- Have applied for enrollment in Kajeet Hotspot program. This will enable the library to provide 20 WiFi Hotspots in the library for patrons to access at a nominal cost upfront to the library.

### **Financial Officer's Report:**

- Board reviewed last month's financial report Through August 31. At this point the library is in sound financial condition and should remain so through the receipt of tax monies from the school district in October.
- Motion by Bob, second by Rick to approve the financial report. All in favor. (5-0)

### **Bills and Payroll Report:**

- Board also reviewed the bills and payroll for the month of August. Motion by Bob, second by Suzanne to approve the bills and payroll report. All in favor. (5-0)

### **New Business:**

- Conor Snow presented an update on the archival work he has been involved with over the past few months. Things are going well and he has had a number of researchers contact him to

obtain information on their research projects. Ben expressed his gratitude to Conor on the work he has accomplished in his time here at the library.

- Board discussed library holidays. This year, as both Christmas and New Year's Day fall on a Saturday, motion by Harriet, second by Mike, to close the library on 12/24 and 12/31. All in favor. (5-0)
- Board discussed sick leave. Motion by Rick, second by Suzanne to raise everyone's total sick leave hours allowed to 40 hours per year, with the exception of Ben, effective immediately, and to reset those hours every January 1.

**Old Business:**

- Board focused on the Strategic Planning Process. Next meeting we will focus on planning a survey to gauge the level of the community's engagement with the library. Also board members surfaced names of individuals who might be approached to assist us with this survey. Names mentioned were Melissa McManus, Sarah Bencze, and staff members of the school district.

**Meeting adjourned at 10:45am**

**Next Meeting: Tuesday, October 12<sup>th</sup>, 2021 at 9:30 a.m.**

**Minutes submitted by Bob Guiney.**

