

Tupper Lake Public Library Board of Trustees Meeting Minutes

April 12, 2022

Call to Order by Harriet Connelly at 9:33 a.m.

Attendance: Harriet Connelly, Rick Wilburn, Suzanne Orlando, Bob Guiney, Library Director Courtney Carey

Agenda Adopted Motion by Bob, second by Rick. All in favor. (4-0)

Minutes of meeting of March 8, 2022 - motion by Rick, second by Suzanne to approve as presented. All in favor. (4-0)

Public Comments: – None.

At 9:37 a.m. Courtney left the meeting and the Board went into Executive Session to discuss personnel matters.

At 9:48 a.m. the Board reconvened the regular meeting and Courtney returned.

At this point Harriet reviewed the contract the board had discussed for Courtney and solicited her input. After discussion, motion by Bob, second by Rick to approve the contract for Courtney. All in favor. (4-0)

Director's Report:

- Phase I (B) of the construction grant is mostly finished.
- Waiting on a new dehumidifier, covering for some pipes in the basement, and final invoices.
- Waiting for an updated quote from Schoolhouse for Phase II.
- Programming for Spring Break includes Jabber Walking on 4/14 and 4/21, Seed Starting Program on 4/22 and a teen Dungeons and Dragons Club which will start on 4/26.
- Planning on having a Poem A Thon on 4/28.
- Poet, Michael Czarnecki will host a Writing Workshop and reading on 5/11.
- Will be distributing sunflower seeds throughout Tupper Lake. In addition we are encouraging people to come to the library to register their garden for a contest to encourage people to get out and walk Tupper Lake.
- We are setting up a seed library with donated seeds. The plan is to start promoting it on 4/22.
- Library is planning to participate in the Party on Park community event on 5/28 from Noon to 5 pm. The Board went on record as opposing the use of the library as a rest stop during this event.

Financial Officer's Report:

- The Board reviewed the financial report for March. Motion by Bob, second by Suzanne to approve. All in favor. (4-0)
- The Board reviewed the bills and payroll report. Motion by Rick, second by Suzanne to approve. All in favor. (4-0)

New Business:

- The Board was presented with an Art Display Policy and Art Display Agreement for approval. Motion by Suzanne, second by Rick to approve with the provision that the points described in each document are mirrored in the other document. All in favor. (4-0)
- Board discussed meals for election volunteers on 5/10. The library will fund this expense, perhaps Shaheen's IGA.

Old Business:

- There are still many moving parts when it comes to the construction project. It was noted that there needs to be communication among the design people, the contractors and subs, and the clerk of the works.
- The idea of mask requirement was discussed. The staff is comfortable wearing them until told otherwise. The library will encourage patrons to wear masks in the library but staff will not confront those who do not wish to do so.
- Approval of the employee handbook was tabled until a future date.

Meeting adjourned at 11:19 a.m.

Next Meeting: May 10 at 10:30 a.m.

Minutes submitted by bob Guiney