

Tupper Lake Public Library Board of Trustees Meeting Minutes

September 13, 2022

Call to Order by Harriet Connelly at 9:32 a.m.

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

Agenda adopted as presented.

Minutes of Meeting of August 9, 2022: Motion by Rick, second by Suzanne to approve with corrections made. All in favor. (4-0)

Public Comments: None

Director's Report:

- Library recorded 2,329 individual visits for the month of August, 33 email requests, and 119 computer sessions
- Hap, Rick and myself met with SEI, Schoolhouse and K & L to discuss leaking AC units
- The manufacturer of these units will be contacted to see what can be done.
- Phase II should start this month. Kris, of Schoolhouse, has been emailed to get a date.
- Have contacted Brandon Moeller about shampooing all high traffic areas of the library on September 17. I will get a price from him when we meet this week.
- Have received a \$4,000 grant from the Adirondack Foundation Lake Placid Education Fund to develop a new website for the library.
- Combined with an anonymous donation in the amount of \$6,325, we have a total of \$10,325 to fund the ongoing development of this website.
- Kathi Tevlin and I are meeting to work on this website. As time moves along, perhaps an employee could be trained to assist in the maintenance of the website.
- The NYLA conference is being held in Saratoga Springs on November 2 - November 5. After discussion motion by Rick, second by Bob, to fund the conference and hotel room for the library director at the NYLA conference in November. All in favor. (4-0)
- Summer programming Summary: 547 program visits to the library, reading challenge totals were 45 kids, 6 teens, and 10 adults
- Upcoming programming Akwesasne Women's Singers performing on Saturday 10/1 at 4p.m. at the Bandshell.
- Early Literacy program will start on 10/3/2022.

Financial Officer's Report:

- Motion by Rick, second by Suzanne to approve the Financial Report for August. All in favor. (4-0)
- Motion by Suzanne, second by Rick, to approve bills and payroll. All in favor. (4-0)

New Business:

- Board discussion turned to strategic planning and steps needed to begin the process. Steps were outlined that might make sense when beginning this process. These include the following:
- Developing a Mission Statement, Producing a Survey to distribute to various groups and individuals in town, and Providing a Report from the Library Director.
- The Board will look at survey information to discuss at the Board Meeting in October.
- Phase II Construction: The machinery to be housed outside the library in front of the children's room wing has been received by the contractor. The plan is to have it installed in September.
- The Board briefly touched on the idea of going fine free. No action was taken and it was decided to table a decision until the next meeting.

Meeting adjourned at 11:25 a.m.

Next Board Meeting: October 11, 2022

Minutes submitted by Bob Guiney