

Tupper Lake Public Library Board of Trustees Minutes January 10, 2023

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

New Board Member: Donna Sloan attended the meeting at the invitation of the Board and decided she was willing to join the board immediately. Motion by Rick, second by Suzanne, to elect Donna Sloan to the Board of Trustees of the Tupper Lake Public Library. All in favor. (4-0) Donna will fill the unexpired term of Sarah Bencze and will have to run for the seat at election time in May.

Agenda: Motion by Bob, second by Rick, to adopt the agenda as presented with the addition of an Executive Session. All in favor (5-0)

Minutes of Meeting of December 13, 2022: Motion by Suzanne, second by Rick to approve as presented. All in favor. (4-0). One abstention.

Public Comments: None

Financial Officer's Report:

- Library at 50% of fiscal year and generally expenses appear to be at appropriate levels.
- Phase II of the construction project will come in at roughly \$150,000 or so and the library has sufficient funds available to cover this.
- Motion by Bob, second by Rick, to approve the financial report. All in favor. (5-0)

Bills and Payroll:

- Board reviewed payroll and bills for the previous month. After discussion, motion by Suzanne, second by Bob to approve with changes. All in favor. (5-0)

Director's Report:

- Library statistics for December include 1,465 patron visits, 79 phone call fielded, 12 email requests answered, and 60 computer sessions provided.
- Phase II is still in process with a completion date coming soon although a definite date is not yet available.
- Still no firm found to provide lawn care maintenance. We must continue to search for a viable solution.
- The staff enjoyed the Holiday party at Amado's and are very grateful.
- The improved website project continues to move forward.
- Holiday Stroll was popular despite inclement weather.
- Over 40 people attended the Tupper Tots Holiday Party at Family Matters.
- Craft programs in December were popular with 15-20 people attending.
- High school student Zoe Abbott's art show was a success.
- Tupper Tots started back up on 1/9 and hosted 20 participants.
- New crafts programs are slated for January.

Strategic Planning Update:

- The board discussed strategic planning for the library. It was determined that a workable way to approach this is to set aside a specific part of each meeting and focus only on planning. Part of this planning includes an updated mission statement for the library.

Executive Session:

- The board entered executive session at 10:48 a.m. to discuss payroll matters. At 11:48 a.m. the board ended its discussions and returned to the regular meeting.

Meeting adjourned at 11:50 a.m.

Next Board Meeting: February 7, 2023 at 9:30 a.m.

Minutes submitted by Bob Guiney