

# **Tupper Lake Public Library Board Minutes, March 12, 2024**

**Call to Order** by Harriet Connely at 9:35 a.m.

**Attendance:** Harriet Connely, Suzanne Orlando, Donna Sloan, Bob Guiney, Rick Wilburn via Zoom, and Courtney Carey Library Director

**Adoption of Agenda:** Adopted as presented.

**Public Expression:** Dan Bower, of Tupper Lake Central School, joined the meeting to discuss numerous ways in which the library might be able to “piggyback” with the school on contracts with companies such as Siemens and Symquest. There are many parts to such an arrangement, and all of these would have to be scrutinized before decisions could be made. It was stressed that schematics for the recent upgrades to the HVAC system need to be located and provided to the library.

**Minutes of Meeting of February 5, 2024:** Motion by Bob, second by Donna to approve with changes regarding the wording of the approval of the library budget for 2024-2025. All in favor. (5-0)

## **Financial Officer’s Report:**

- The board reviewed the financial report through the end of February. Things are in order with no red flags at this point.
- Motion by Donna, second by Suzanne, to approve the financial report. All in favor. (5-0)

## **Bills and Payroll:**

- The board was presented with bills and payroll since the last meeting. Motion by Bob, second by Rick to approve as presented. All in favor. (5-0)

## **Director’s Report:**

- February statistics include 1569 patron visits, 86 phone calls fielded, 18 email requests answered, and 68 computer sessions provided.
- Paulina and I will be meeting with Kathi Tevlin on the 18th to receive an update on the new website.
- Barkley’s installed cameras on the 29<sup>th</sup> of February both upstairs and downstairs. There is still one left to install.
- We will be distributing Solar Eclipse Glasses on April 1<sup>st</sup>.
- Library will host a Paint ‘n’ Skip on April 4.
- We will host a Movie Matinee on April 5.
- Miss Lisa will have a craft on April 6.
- Toddler Storytimes on both April 1 and April 8 will be eclipse themed.

## **New Business:**

- Siemens Proposal: Already discussed with Dan Bower. No commitment at this time.
- Discussion of possible candidates for the board.

## **Old Business:**

- **Strategic Planning Update:** Notes from focus groups have been sent to board members. Dates provided for future meetings.

## **Executive Session:**

- The board entered executive session at 11:05 a.m. to discuss personnel matters. At 11:17a.m. the board reconvened the regular meeting.

**Meeting adjourned at 11:23 a.m.**

**Next Board Meeting: Tuesday, April 9, 2024**

**Minutes submitted by Bob Guiney**