

Tupper Lake Public Library Board Meeting Minutes, August 13, 2024

Call to Order by Rick Wilburn at 9:30 a.m.

Attendance: Rick Wilburn, Suzanne Orlando, Sue McGowan, Bob Guiney, Library Director Courtney Carey, Therese Ellis

Adoption of Agenda: The board adopted the agenda for the meeting as presented.

Minutes of Meeting of July 9, 2024: Motion by Suzanne, second by Sue to approve. All in favor. (4-0)

Public Expression: None

Financial Officer's Report:

- With just one month of the new fiscal year having passed, the library's expenditures are within the guideline of approximately \$20,000 per month.
- In order to invest funds with Vanguard, the library board authorized the following individuals as signers - Rick Wilburn, Courtney Carey, and Therese Ellis. These signers also mirror the signers on all accounts with Community Bank.
- The Mary Stewart Fund has been updated through the month of June, 2024.
- Motion by Bob, second by Sue to approve the Financial Report. All in favor. (4-0)

Bills and Payroll:

- Following a review by the trustees, Motion by Rick, second by Suzanne to approve the bills and payroll for June. All in favor. (4-0)

Director's Report:

- Statistics for July are as follows – 2829 patron visits, 137 phone calls fielded, 9 email requests answered, 132 computer sessions provided
- A total of 95 individuals have responded to the community survey.
- Kathi Tevlin has said she is almost done with the new website. Macy Lanthier, from the library staff, will continue to make improvements to the site as we move forward.
- In the area of building updates, there are leaks in the HVAC unit in the public restroom which need to be addressed.
- Half of the split units are not working.
- Will contact Schoolhouse Renovations to determine what steps need to happen to resolve these issues.
- Programs have been successful, including the Kiwanis Program and Author Visit.
- Summer Reading Challenge signups are as follows: 64 kids, 21 teens, and 53 adults, for a total of 138.
- Considering the library going to a fine free model. Perhaps an opportune time to roll this out will be during National Library Week in either October or November.

Old Business:

- Will be meeting with school officials at noon today, at which time will be discussing the contract with Siemens and making the determination to piggyback with them or sign the contract independent of the school.
- Suzanne presented a brief update on the strategic planning process. Surveys received have been overwhelmingly positive.

Meeting adjourned at 11:13 a.m.

Next Board Meeting: Tuesday, September 10, 2024.

Minutes submitted by Bob Guiney