

Tupper Lake Public Library Board Meeting Minutes, October 9, 2025

Call to Order by Rick Wilburn at 9:33 a.m.

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

Adoption of Agenda: The board approved the agenda as presented.

Minutes of Meeting of September 9, 2025: Motion by Suzanne, second by Donna to approve. All in favor. (5-0)

Public Expression: None

Financial Officer's Report:

- With one quarter of the fiscal year having passed, expenses appear to be in order. Motion by Bob, second by Sue to approve the financial report. All in favor. (5-0)
- The board reviewed the bills and payroll for September. Motion by Suzanne, second by Donna to approve. All in favor. (5-0)

Director's Report:

- September statistics include 2199 patron visits, 83 phone calls fielded, 32 email requests answered, and 122 computer sessions provided.
- Siemens will be starting up the boiler today in preparation for winter. This will ensure we have heat for our blood drive which is on October 16th.
- All personnel evaluations have been administered, and most employees have signed.
- I have registered myself for the NYLA Conference in Saratoga Springs in November.
- Tomorrow, October 10, is the deadline for others to join.
- Website is updated but has not yet been finalized.
- I am looking for someone to guide us with our computer purchases.
- I spoke with a representative from Community Bank regarding the library's accounts with them. It appears that currently, nothing needs to be done.

New Business:

- I will set the library up on a budget plan for our propane. This will avoid sharp increases and decreases during the year.
- Baker and Taylor is going out of business. Legend and BroadArt are two other companies the library might do business with.

Old Business:

- The board tabled discussion of the Full Time Employee Plan Follow Up for a later date.

Executive Session:

- The board entered executive session at 9:53 a.m. to discuss personnel matters. The board reconvened the regular meeting at 10:25 a.m.

Meeting adjourned at 10:35 a.m.

Next regular board meeting on November 6, 2025

Minutes submitted by Bob Guiney