

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, April 13, 2022
Submitted by: Samantha Baer, Director

Call to Order: The meeting was called to order at 5:04 PM

Present: Wendy Grossmann, Leslie Kopec, Kate Sears, Emily McConvey, Karen d'Avignon, and Samantha Baer

Guest Liaison: Tina Preston and Tim Follos

ABSENT: Kate Casler, and Kiersten Kotronis

- Kate Sears called for a motion to approve the minutes from the March 9th meeting, Emily seconded and the minutes were approved with all in favor.

Director's Report: The report is on file at the library.

- The board feels like we should get a \$50 gift card for Liz to reimburse her for the money she spends purchasing supplies for the prize box she brings to the craft/storytime.

Treasurer's Report: On file at the library.

- Treasurer transition has not happened yet due to extenuating circumstances. Emily and Leslie will be meeting to finalize the transition.
- Emily has the banking paperwork that needs to be signed by Wendy, herself, and Kate Casler.
- The stonework project was not added to the budget and has brought us over budget at this time.
- Karen made a motion to accept the treasurer's report, Kate Sears seconded; it was approved with all in favor

Correspondence: Kate sent thank you to Guy Stephenson for his donation (\$100) to the Facebook fundraiser (Library Lovers Month). We received another donation (\$25) from Anna Betters, but after review, it was decided that a thank you was not in order due to the fact that it was an overpayment in appreciation for copy service.

No Public Comments:

No Executive Session:

Old Business:

- **Senior Programming** –The library hopes to be a “hub” for pairing high school students needing community service and others needing services. Some activities include helping the parks department with beach and other clean-up and the road clean-up on Springfield and Fox Farm Road on May 16th. Kate Sears to contact AuSable Library to find out what they are doing for their service.

- **Library Lowdown** – Recent topic was free Covid tests at the library. No other suggestions were offered.
- **Feed Your Need to Read** – This will take place on April 27th at The Hungry Trout and McDougall's Pub. Matt Forman is very excited to participate and will be hiring Eric Klotzko to play the piano for entertainment. It was decided to not do the quilt raffle at that time and do it at the Friend's Food Sale on June 11th. Posters are up on Facebook, the website, and sent to JCN. Sam will order posters detailing the construction project, Kate Casler will contact ORDA to see if we can advertise on their board, and Emily will see if it can be put in the Lake Placid School Newsletter.
- **Basement Egress** – A discussion was had regarding the egress and what we can do to improve the situation. The board will take a "field trip" to the library to see how the egress is laid out and to brainstorm ideas. In the meantime, we hope the town will continue to shovel.
- **Stonework** - A deposit in the amount of \$2500 was made to LaFountain Builds and the project will commence in July or August.
- **Compliance Training** - All the board members are in need of training. Emily will ask the school if we can use their program again this year.
- **Archives/Artifacts** – Wendy and Karen have met several times to look over the items. They have tagged photos to donate to the Historical Society. Wendy took a pottery piece to Sue Young who feels that particular piece is of Native American origin. Karen will contact Clinton County Historical Society to see if they can look at our artifacts to see what they are and their value.
- **Ski Pass Fundraiser** – Kiersten contacted Lauren at Whiteface and they could give us a four-pack of tickets instead of a pass. Emily will speak with Aaron Kellet to explain the fundraiser and see what he can do for the library.
- **Fundraising Activities** - No further progress on previous ideas. Kate Sears will let Sam copy her ideas and send them out to the board.

New Business:

- **Kindergarten Registration** – Sam will contact the local elementary schools to find out the evaluation day and the total registered, print free book coupons, and have them delivered to the schools.
- **Summer Reading Program Theme** - This year's theme is Oceans of Possibilities. Sam is working on a program and Gib Brown is willing to do some programs.
- **Renovation Timeline** - The board discussed the best time to start the renovation project. At this point, we can't really say as we don't have all the information.

- **Friends of the Library** - Wendy feels that the Board's relationship with the Friends is not what we would like it to be. The Board would like to include the Friends in more activities and improve relations.
- **First Amendment Audits** – Sam shared a concern regarding First Amendment Audits happening to libraries. A First Amendment Audit is where a person or persons come into a location and start filming to record reactions in order to gain more social media views. In order to combat that, the board voted to include the following language in our Code of Conduct.

“Any kind of photography or recording on Library premises requires the prior approval of the Library Board of Trustees and the person or persons being recorded or photographed.”

The Board also felt that clear “no recording or photography” signage should be clearly posted in the library. Kate Sears made a motion to accept this language and add it to our Code of Conduct. Emily seconded, motion carried with all in approval.

- 2022 project timeline – see below and strategic plan for details
 - **In progress** –
 - build children's programming –ongoing
 - policy update and review –ongoing
 - SOP manual for library volunteers - done
 - “Did you Know” series (Sam suggested Library Lowdown) - ongoing
 - Q1 –
 - septic issues –SPRING AND FALL SEPTIC SERVICE will be scheduled – ongoing
 - monitor to see if an additional pumping is required – last pumped?
 - refer most bathroom needs to the visitor's center which is accessible
 - children will have access as needed during programming
 - make FYNTR connections with new owners at Hungry Trout – in process
 - Festival of Colors planning (SKI PASS) – IN PROCESS
 - Q2 –
 - grant award will drive timeline for interior remodel – in process
 - book delivery service planning for summer fall launch - in process
 - Lynne Cheeseman, Sylvia Mustelier are interested in supporting book delivery
 - investigate Ironman volunteer options/requirements – CONSENSUS IS NO FOR 2022
 - Q3 –
 - Library Youth / after school program – planning for winter launch after interior renovation
 - Trunk or Treat planning
 - Senior Visit Day planning
 - Q4 –
 - Library operating procedures and policies updated

- ONGOING –
 - Professional Development
 - Board member training
 - Volunteer training (for vacation / sick coverage and help with children's programming).

- FUTURE – reading porch, adult programming (fall '23?), town-wide letter (Friends)

Meeting adjourned at 6:08 PM.

The next meeting will be on Wednesday, May 11th at 5:00 PM at the Community Center.

~~January 26th~~

~~February 16th~~

~~March 9th~~

~~April 13th~~

May 11th

June 8th

July 13th

August 10th

September 14th

October 12th

November 9th

December 14th