

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, April 16, 2025
Submitted by: Samantha Baer

Call to Order: The meeting was called to order at 5:17 PM

Present: Wendy Grossmann, Karen d'Avignon, Susan Hockert, Betsy Smith, and Sam Baer

ABSENT: Clea Stagnitti, Laurel Riehs

Public Guests: Tina Preston

- Wendy asked if there were any questions or revisions to the minutes from the February meeting; none were requested. Karen motioned to accept the minutes, Susan seconded the motion, the minutes were approved with all in favor.

Director's Report: The reports for March and April are on file.

- Neighborhood Forest – trees are here, participants emailed for pickup.

Treasurer's Report: The reports for February and March are on file at the library.

- **February Report –**

- Emergency Septic pumping - \$469
- Gordon Oil - \$337.21
- Spectrum - \$89.99
- Frontier - \$98.79
- NYSEG - \$128.85
- Baker & Taylor - \$248.76
- The Annual Financial Report was filed with NYS and the 990-N was filed with the IRS

Susan made a motion to accept the February Treasurer's Report and approve the bills to be paid, Karen seconded, motion carried with all in favor.

- **March Report –**

- Spectrum - \$100.00
- Frontier - \$98.79
- NYSEG - \$113.29
- Spectrum's monthly rate increased
- Received a notice from Selective (insurance carrier) about additional users. Susan will look into this
- The report will be amended to include bills before the meeting
- Direct from author, Richard Redmond, book purchase - \$25.16
- Baker & Taylor - \$105.42
- Gordon Oil - \$282.29
- Post Office Box - \$94.00

Correspondence: donation thank you letters

Public Comments: none

Executive Session: none

Old Business:

- **2024 Annual Report** – The Board reviewed the 2024 Annual Report. Susan made a motion to accept the Annual Report, Karen seconded, motion carried with all in favor.
- **Stickley Table** – The table has been moved from Kate Sears' storage unit and is now with Karen.

- **A/V Training** – Wendy and Susan have been trained. Board members are encouraged to arrange training with Clea.
- **Walkway/Siding Repair** – Wendy to contact John to discuss repair
- **Festival of Colors** – One site has been secured for the festival. Tote bag sales, button-making, and a raffle were discussed but no final decision was made.
- **Feed Your Need to Read** – Confirmed date of May 21, 2025. Sam has made marketing flyers and submitted the date to the Adirondack Daily Enterprise Community Calendar. Will be sent to JCN, our website, and ORDA marquee.

New Business:

- **Personnel Policy** – Sam retrieved an earlier version of the personnel policy that had not been presented to the board for approval.

Betsy made a motion to accept the proposed slate of officers, Karen seconded, and the motion carried with all in favor.

- **Adult Summer Programs** – ideas were discussed and will be publicized when a final decision is made.

ANNOUNCEMENTS/IDEAS/CONCERNS:

Upcoming Events:

- 4/17/25 Third Thursday Stretching for Health” at the library 6 pm
- CEF 2025 Trustee Handbook Club “Board Development” 4/30/2025
- LPCS Spring Break 4/14-25/2025
- AVCS Spring Break 4/18-27/2025
- 5/21/25 Feed Your Need to Read at Hungry Trout

Meeting adjourned at 6:17 PM

NEXT MEETING: June 18, 2025 – 5:15 pm at the library