

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, April 24, 2024
Submitted by: Samantha Baer

Call to Order: The meeting was called to order at 4:59 PM

Present: Wendy Grossmann, Kate Sears, Betsy Smith, Laurel Riehs, Clea Stagnitti, Susan Hockert, Karen d'Avignon and Sam Baer

Town Board Liaison: Tina Preston

ABSENT:

Public Guests: Sarah Adams

- Wendy asked if there were any questions or revisions to the minutes from the March meeting. The minutes need to be revised to exclude Susan from the Community Consortium meeting. Clea made a motion to accept the minutes, Laurel seconded the motion, and the minutes were approved with all in favor.

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

- The board decided to donate a book to the upcoming Library Crawl in October and purchase stickers for the event.

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

- Betsy presented the Bills to be Paid including Gordon Oil, the Post Office box rental, and Nature's Way Pest Control.
- \$600 in donations - \$200 from individuals and a \$400 grant from Stewart's.

Kate made a motion to accept the treasurer's report, and Clea seconded, motion was carried.

Correspondence: none

Public Comments: none

Executive Session: see above

Old Business:

- **Feed Your Need to Read** – Wendy confirmed the date will be May 29, 2024. The upstairs and downstairs menu will be available in both locations and donation jars are welcome.
- **Wilmington Consortium** - Wendy met with Marjie Swift and Pastor Chris from the Methodist Church to discuss ideas for program collaboration between the library, youth center, and the church. Ideas discussed:
 - Two available certified kitchens for events
 - Design a "children's" insert for the town newsletter
 - career programs to highlight local businesses and professions (logging, weather, ski area management, pottery, photography)
 - sharing minutes
 - babysitting/pet sitting class/connection
- **Disaster Plan** – Main potential disasters include fire and flooding the board discussed a pre-approved location to store books if needed. Wendy had Charlie Terry walk through the library for a fire assessment. Things to address:
 - Smoke & Carbon Monoxide detectors for upstairs and downstairs (these disappeared during renovation)
 - Fire extinguishers for both floors
 - Furnace room clutter
 - Downstairs egress

Sam will order detectors and extinguishers and address the clutter. Sam will work on getting bids for egress.

- **Friends Appreciation Event** – The library will hold an appreciation event hosted by Whiteface Farm Adirondack Bed & Breakfast on April 27th at 2:30 PM. The board set a budget of \$150 for food and beverages. Sam designed the invitation and sent it out to library friends. Succulents were ordered and a set-up and clean-up crew were created.

- **Trustee Appointment** – The town board met for a work session on March 27, 2024, and the trustee appointments were all approved.

New Business:

- **Office for the Aging/ACAP/Meals on Wheels** – Wendy contacted the Office for the Aging and was informed that CEFLS is working on a program for Essex County and the board decided to hold off on our program until a plan is in place.

- **Summer Events** – A group will get together to work on ideas for summer events

- **Tote Bags** – Sarah Adams met with the board to discuss a tote bag in memory of Harriet Adams. Clea presented a design featuring the June Clow sketch of the library. This may be too intricate to print so Kate said she would love to work on simplifying this design. Sarah's wish is that the bags be fully recyclable and contain no polypropylene. She would also like to include a daisy or Harriet's pre-automation library card number 374a. Susan said she would research tote bags that meet the requirements.

ANNOUNCEMENTS/IDEAS/CONCERNS

- A work session was scheduled for June 15, 2024, to work on weeded books

Meeting adjourned at 6:25 PM

NEXT MEETING: May 15, 2024 at library