

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, August 21, 2024
Submitted by: Samantha Baer

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

Present: Wendy Grossmann, Betsy Smith, Susan Hockert, Laurel Riehs, Karen d'Avignon, and Sam Baer
Town Board Liaison:

ABSENT: Clea Stagnitti

Public Guests:

- Wendy asked if there were any questions or revisions to the minutes from the July meeting. Betsy motioned to accept the minutes, Karen 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 will send \$25 to the Champlain Memorial Library to support the upcoming Library Crawl.

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

- Had to migrate to Quickbooks online due to payroll not working
- Deposits include FYNTR funds and Local Library Service Aid
- Betsy to explore CD options
- Board to discuss surplus options in future meetings

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

Correspondence: none

Public Comments: none

Executive Session: see above

Old Business:

- **Egress** –Bearded Bruin Construction submitted a bid for the egress. Laurel made a motion to accept the bid, Susan seconded and it was carried with all in favor. The work should be started within a month.
- **Wilmington Youth Center** - The Youth Center visits were mostly positive. One incident resulted in damage to the teepee in the children's room, but it was handled in a productive way.
- **Summer Reading** – We have ten children registered for the Summer Reading Program which ends on August 31st. Sam will give each participant who turns in a reading log a prize bag, and the top two readers will receive Amazon gift cards.
- **Tote Bags** – Susan has purchased 33 tote bags from Hobby Lobby and could not get any more as they are sold out. She is researching different bags and has reached out to Loreman's to have them print the logo on the tote bags.
- **Birdfy Camera** – The camera has been running with zero bird activity. We will wait a few more weeks to see if that changes before moving it to a different location.
- **Adult Programming** – Tabled until next month.
- **Trustee Training** – Sam has been sharing training opportunities via email and will continue to do so as they come up.

New Business:

- **Vacation Coverage** – Sam plans to take August 29-31 off. The board discussed coming in to receive one-on-one training to cover the front desk.

- Festival of Colors – The festival has been canceled. Susan would like to host a Valentine’s Day-themed cupcake competition for children sometime in February 2025.
- **Trunk or Treat** – Trunk or Treat is on October 27th. Susan, Sam, and Wendy will participate and will brainstorm costume ideas.
- **Great Giveback** – Tabled until next meeting

ANNOUNCEMENTS/IDEAS/CONCERNS

Upcoming Events:

- Mountain Bike Festival 8/30-31/2024
- CEF Board Basics Training 9/12/2024 at 5 PM
- Trunk or Treat 10/27/2024 4 to 6 PM

Meeting adjourned at 6:19 PM

NEXT MEETING: September 18, 2024 at library