

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, January 17, 2024
Submitted by: Samantha Baer

Call to Order: The meeting was called to order at 5:02 PM

Present: Wendy Grossmann, Kate Sears, Betsy Smith, Susan Hockert, Leslie Kopec, Sam Baer and Karen d'Avignon
Town Board Liaison: Tina Preston

ABSENT:

Public Guests:

- Wendy asked if there were any questions or revisions to the minutes from the December meeting and made a motion to accept the minutes from the meeting with required changes regarding dates and times. Karen seconded the motion and the minutes were approved with all in favor.

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

Highlights:

- Sam presented a proof of the note cards for thank you letters. The board approved the purchase of 100 cards with envelopes.

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

- 2023 Budget vs. Actuals are almost even

Correspondence: none

Public Comments: none

Executive Session: none

Old Business:

- **CEF Training** – CEF is working on a schedule of training sessions and Sam will keep the board informed of upcoming training
- **Thank You Cards** – presented with the director's report
- **Director's Job Description (PTO language)** – The language in the Compensation section was reviewed and updated. Susan called for a motion to approve the updated job description, Kate seconded, motion was approved with all in favor.
- **New Board Member Approval** – Wendy made a motion to approve new board member Laurel Riehs, for a three-year term. Besty seconded the motion and all were in favor.

New Business:

- **CD** - Leslie contacted NBT to discuss the CDs, she stated that they are at 4.25% currently and they will automatically roll over at 4.75%. The board agreed that this was a reasonable rate. Leslie made a motion to accept the CD terms, and Susan seconded all were in favor.
- **Calendar of Events** – Wendy shared that she is working on a calendar of all the library's important dates, events, and timelines. This calendar shall be shared with the board so it can be updated.
- **Long-Range Plan** – Sam shared the process of a long-range plan and provided several examples from other libraries. The board discussed goals, fundraising plans, and programming ideas.

Some shared ideas:

- **Fundraising** - silent auction, board game night (tournament), community arts night, food and wine festival, murder mystery night based on a book, trivia night, dam (insert animal here)
- Both Twisted Raven & Scar Bar have expressed interest in collaborating on a fundraiser (paint and sip and board game tournament?)

- **Programming –**
 - Summer STEM – collaborate with teachers/professors to help facilitate
 - After School Program
 - Maintain children’s craft and story time
 - Senior activities
 - Regular book delivery for seniors (either through Meals on Wheels or the senior lunch program)
- **Friends –** The board is interested in hosting an annual Friends appreciation brunch to help strengthen the relationship between the board and Friends.

ANNOUNCEMENTS/IDEAS/CONCERNS

- Tina brought forth concerns regarding approvable functions, discussion ensued and there will be more at later meetings.

Meeting adjourned at 6:11

NEXT MEETING: February 21, 2024 at library