

Wilmington E.M. Cooper Memorial Public Library
Minutes of the Board of Trustees
Wednesday, July 17, 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, and Sam Baer

Town Board Liaison:

ABSENT: Laurel Riehs, Karen d'Avignon

Public Guests:

- Wendy asked if there were any questions or revisions to the minutes from the June meeting. Clea motioned to accept the minutes, Susan seconded the motion, and the minutes were approved with all in favor. This happened at 5:30 due to a lack of quorum until Susan arrived at 5:27 PM.

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

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

- \$837 deposited in June from the Library Friends sale
- Bills paid to Amazon for summer reading and youth center activities, Morrisonville Septic, and Baker & Taylor.

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

Correspondence: none

Public Comments: none

Executive Session: see above

Old Business:

- **Egress** – Robbe, from Bearded Bruin Construction, came out to look and stated that changing the layout from an L shape to one that would lead straight out would be costly and involve heavy equipment for digging to make the stairs code-compliant. He suggested leaving the shape as-is, building the roof out to where the stairs begin, adding sides to the roof line, and changing the stairs to a fiberglass molded grating that will allow snow to fall through instead of building up. The board liked this option and asked Sam to request an estimate and pay someone to shovel that area in the winter.
- **Wilmington Youth Center** - The original start date for the youth center library activities was on July 11th but was postponed until July 18th due to flooding. Sam has a scavenger hunt planned for the first activity to familiarize the participants with the library and crafts planned for the remaining weeks.
 - **Window Treatments** – The blinds were installed on July 11th and look fantastic. The treatment cost was \$4756
 - **Town Funding Request** – Wendy sent the funding request to the town for the August budget planning session.
 - **Tote Bags** – Sam presented proofs from the graphic designer and the board approved the designs with some changes. We will have the design finalized and ready by the end of July and have the bags ready for the Festival of Colors.
 - **Birdfy Camera** – The camera has arrived and was installed. There are a few charging issues but once that is online the plan is to market it by sharing on Facebook and other social media sources.

New Business:

- **Vacation Coverage** – Sam plans to take a vacation, with no dates yet, but will inform the board when those are. Betsy and Clea want to learn how to run the circulation desk to assist with coverage.

- **Adult Programming** – ideas include, guest speakers, knitting classes, painting, cell phone photography, and computer security/scams. Clea will research projectors and a screen for presentations.
- **Trustee Training** - Sam shared via email an upcoming website training.
- **Festival of Colors** – Sam will register the library for two sites at the Festival. One will be for free weeded/donated books and tote bags for sale. We also will have the button maker for an activity.
- **Great Giveback** – The board decided to participate in the Great Giveback again this year and decided that the Neighborhood House will be our focus. Wendy will contact their administration to see what is needed for donations and Sam will research activities and purposeful crafts that will assist in those donations.

ANNOUNCEMENTS/IDEAS/CONCERNS

Upcoming Events:

- Summer Reading begins 7/6/24
- Ironman 7/21/24
- Whiteface Mountain Music Fest 7/27/24
- Town Wide Yard Sale 8/10/24
- Wilmington Get Together 8/17/24
- Mountain Bike Festival 8/30 & 8/31/ 2024
- Festival of Colors 9/14/2024

Meeting adjourned at 6:01 PM

NEXT MEETING: August 21, 2024 at library