

**Wilmington E.M. Cooper Memorial Public Library**  
**Minutes of the Board of Trustees**  
**Wednesday, June 12, 2024**  
**Submitted by: Samantha Baer**

Call to Order: The meeting was called to order at 4:57 PM

Present: Wendy Grossmann, Betsy Smith, Laurel Riehs, Susan Hockert, Karen d'Avignon and Sam Baer  
Town Board Liaison: Tina Preston  
ABSENT: Clea Stagnitti, Kate Sears  
Public Guests:

- Wendy opened the meeting by sharing a resignation letter from Kate Sears. Kate has some family obligations and an upcoming move regrettably preventing her from continuing her board service.
- Wendy asked if there were any questions or revisions to the minutes from the May meeting. Laurel motioned to accept the minutes, Betsy seconded the motion, and the minutes were approved with all in favor.

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

- Sam discussed summer reading activities, incentives, and an end-of-summer party.
- Sam requested the purchase of a Birdify camera and the board unanimously approved.

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

- No deposits in May
- Betsy discovered that the desktop version of Quickbooks will continue to meet the library's needs and upgrading to the online version is not necessary. The library paid the annual support fee for payroll services in January and that subscription will continue through this year. She will look into alternative payroll services in the future.

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

Correspondence: Rosemary Redmond for a \$50 donation in memory of Cindy Casler

Public Comments: none

Executive Session: see above

Old Business:

- **Egress** – Kelly from Howl at the Moon came out to assess the egress. He will collaborate with his partner to see what the best options are for the project and come up with an estimate. Sam will contact Bearded Bruin Construction to see if they will come out to give an estimate.
- **Feed Your Need to Read** – The event was less attended than last year even with increased marketing. The Hungry Trout donated \$1800 to the library.
- **Wilmington Consortium** - There are no dates yet for a summer program as they are still trying to find staff for their program.
- **Window Treatments** – Both Rice Furniture and Young Lyon came to measure the windows. Susan is taking charge of the project and will bring samples to select the correct color and the best choice of shades.
- **Town Funding Request** – Wendy sent the funding request to the town for the August budget planning session.
- **Tote Bags** – Sam will ask a graphic designer to work on the tote bag artwork with a budget up to \$200
- **Storage Room** – Sam and family cleaned out two truckloads of "stuff" from the storage rooms to combat the clutter.

New Business:

- **Babysitting/Pet Sitting** – It was determined that due to liability we will be unable to offer this type of program
- **Adult Programming** - ongoing

#### ANNOUNCEMENTS/IDEAS/CONCERNS

#### Upcoming Events:

- Work Session 6/15/24 at 2 PM (Sam, Laurel, Betsy, and Wendy)
- Whiskey Run 6/15/24
- Library Closed on 6/19/24 for Juneteenth
- Library Closed on 7/4/24
- Summer Reading begins 7/6/24
- Ironman 7/21/24
- Whiteface Mountain Music Fest 7/27/24

**Meeting adjourned at 6:00 PM**

**NEXT MEETING: July 17, 2024 at library**