

**Wilmington E.M. Cooper Memorial Public Library**  
**Minutes of the Board of Trustees**  
**Wednesday, September 18, 2024**  
**Submitted by: Samantha Baer**

Call to Order: The meeting was called to order at 5:05 PM

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

ABSENT:

Public Guests:

- Wendy asked if there were any questions or revisions to the minutes from the August meeting. Betsy motioned to accept the minutes, Susan seconded the motion, and the minutes were approved with all in favor.

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

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

- \$1801 in donations from the Carr wedding and in memory of Joan Carr.
- \$890 in materials purchased for the upcoming egress project.

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

Correspondence: donation thank you letters

Public Comments: none

Executive Session: see above

Old Business:

- **Egress** – The project will start within the next month.
- **Front Desk Training** – Clea and Betsy will train on October 5<sup>th</sup> at 10:30 AM
- **Tote Bags** – In progress.
- **Extended Hours** – Sam has shared that over 11 weeks, four people have used the extended hours and more have been waiting for the library to open. The board decided to return to the previous schedule and have more evening programs.
- **Adult Programming** – An "Aging with Grace" series is in the works with Clea heading up the project. The programs will start in the new year and have a summer hiatus. Clea is also researching AV equipment for this programming.
- **Neighborhood House Giveback** – The library decided on the Neighborhood house as our giveback program. There are currently fifty residents and proceeds from our Christmas raffle will go to purchase needed items for those residents.
- **Trunk or Treat** – Trunk or Treat is on October 27<sup>th</sup> and participants shall be book fairies.

New Business:

- **Joan Carr Memorial** – tabled until the next meeting.
- **Director Evaluation** – Wendy will send out evaluation forms.
- **Budget Planning** – The meeting will be on October 5, 2024 from 2 to 4 PM
- **Future Financial Investments** – will be discussed at budget meeting.
- **Holiday Raffle** – One basket this year with the proceeds going to purchase items for Neighborhood House residents.

ANNOUNCEMENTS/IDEAS/CONCERNS

Upcoming Events:

- Trunk or Treat 10/27/2024 4 to 6 PM

**Meeting adjourned at 6:21 PM**

**NEXT MEETING: October 16, 2024 at library**