Minutes of the October 3, 2023, Regular Meeting

of the

Lake Pleasant Library Board of Trustees

Members Present: Karen McComb, Donna Benkovich, Florence Braunius, Beth Knapp, Toni Morrison, Kathy O’Connell, Pam Pooler, Nancy Seifts.

Staff Present: Katrena Cohea

Public Present: Sara Dallas, SALS

Meeting Called to Order at 3:50 p.m.

1. Public Comments: None.
2. A Motion to approve the Minutes of the September 5, 2023, Regular Meeting was made by KBO, seconded by NS and passed unanimously.
3. Friends of the Library – No report.
4. President’s Report – K. McComb
   1. K. McComb welcomed Sara Dallas, Director of SALS. Sara shared that the construction grant has been submitted and the wait time to hear if it has been funded may be up to one year. Sara Dallas shared that she is also a library trustee in Albany county and understands the time and effort commitment trustees give to the library.
   2. Sara shared some basic information regarding the SALS consortium. SALS provides services to member libraries including Polaris, delivery of books, continuing education and training. Joint Automation project – provides IT professionals for member libraries that are available 24/7.
   3. Sara also shared that Trustee training (2 hours) is required per year. She stated that there are many webinars available for training purposes.
   4. Sara reviewed with the Board the organization Unite Against Book Bans –you may sign on as an individual or the Board may sign on as a partner. She suggested that the Board review policies (Collection, Reconsiderationand Meeting Room). People are free to challenge the library collection, and/or library programs and the Board must be prepared to answer challenges. She informed that Board that book banning efforts are increasing but in addition a large percentage of the American public are against banning books.
   5. K. McComb reminded the Board to complete and return the Director Evaluation ASAP. A motion was made by P. Pooler to review the evaluation form and bring suggestions to next months meeting with the evaluations due in June of 2024, seconded by D.
5. Committee Reports
   1. Finance – N. Seifts

N. Seifts reviewed the budget expenditures to date with the Board. There were questions regarding overages in certain budget lines. N. Seifts stated that transfers can be made if needed.

N. Seifts reviewed the 2024 Budget Prep worksheets with the Board.

* 1. Collection – K. Cohea, T. Morrison,P. Pooler, R. Cook.

The next Collection Committee meeting will be held at 3:30 pm at the Library on November 7th.

* 1. Publicity – D. Benkovich, B. Knapp

K. Cohea met with a SALS rep regarding the website and how to update it.

* 1. Personnel – B. Knapp, F. Braunius

K. McComb reminded the Board to complete and return the Director Evaluation ASAP. A motion was made by P. Pooler to review the evaluation form and bring suggestions to next months meeting with the evaluations due in June of 2024, seconded by D. Benkovich and passed unanimously.

* 1. Fundraising – K. McComb, T. Morrison

Tickets for the Gift Card Raffle are still being sold and will be available for purchase this Saturday at CJ’s from 8-11.

* 1. Events/Programs – K. Cohea, B. Knapp, T. Morrison, D. Benkovich

Trunk O’Treats is scheduled for Tuesday, 10/31 from 4-7 pm. St up will begin at 2pm for anyone ho can help.

* 1. Community Involvement – P. Pooler

Highway clean up Wednesday, 10/11/23 at 3:00 pm starting at the first parking area out of town.

Holiday Stroll – plans are proceeding.

1. Director’s Report – K. Cohea
   1. See attached.
   2. Potential programs - Ben Barrowman Parmesan Pig Books author $300.00 details TBA

Daniel Faye – Puppetry workshops during Feb winter break.

* 1. Pay Pal/VENMO account - A motion to have Katrena set up a Pal Pal or VENMO account was made by Nancy Seifts, seconded by Florence Braunius and passed unanimously. This will allow donations by QR code to be processed.
  2. Volunteers are needed for Letters to Santa – 11/16/23 – 2 pm for anyone interested.
  3. Katrena will be attending NYLA conference Nov 2nd-4th.

1. Old Business
   1. Holiday Stroll 11/24 – plans are proceeding with the Chamber.
2. New Business
   1. Trustee Training October 17th from 5-6:30.
   2. Library bricks – Katrena is looking into purchasing bricks from a local company.
   3. Pumpkin decorating contest to coincide with Trunk or Treats.
   4. Christmas Caroling – TBD.

Motion to adjourn was made at 6:15 p.m. by Nancy Seifts seconded Florence Braunius and passed unanimously.

Respectfully Submitted,

Toni E. Morrison, Secretary

**The next Board of Trustees meeting will be Tuesday, November 7, at 4pm at the Lake Pleasant Library.**