



**SARANAC LAKE FREE LIBRARY BOARD MEETING**  
**March 8, 2023**  
**Cantwell Room**

**Trustees Present:**

Mike Beccaria, President  
Cheryl Joyce, Vice-President  
Christina Lawrence, Treasurer  
Beryl Szwed, Secretary

Angela Bates  
Jesse Jakobe  
David Staszak  
Aurora Wheeler-Pfaff

Mackenzie Davidson  
Amy Richardson  
Tiffany Van Etten

**Absent:** Wendy Austin

**Also Present:** Jacob Widrick, Library Director

**Call to Order** by Mike Becaria at 5:15 pm.

Mike asked each member to introduce themselves and express their feelings about this first Board meeting, After all spoke, he thanked the board for their service to the library.

**Agenda Approval:** Motion by Amy Richardson, seconded by Christina Lawrence. Motion passed.

**Approval of the Minutes from the January 25, 2023 meeting:** Angela Bates moved to accept the minutes, seconded by Aurora Wheeler-Pfaff. Motion passed.

**Period of Public Expression:** No Comments.

**Conflict of Interest Policy:** Jake reminded the trustees that they must sign off on it each year.

**Director's Report:** Jake Widrick, Library Director, highlighted the accomplishments over the past months (see attached report):

He attended a Saranac Lake Central School District Board meeting to explain the requested tax levy increase. The Board supported the 15% increase.

Plumbing issues were resolved in the building. Other issues will be addressed in the future.

Events and activities in coordination with other local groups have been successful in attracting the public, including: Family Board Game Night; Collage Collective; Lunch and Learn;

High Peaks Dog Training; Women's College Scholarship Committee and Chair Yoga. A seed sharing event will take place March 29<sup>th</sup>, and there will be an information booth at Mud Fest April 1<sup>st</sup>.

The February Book Sale generated over \$5000. The library received a Holiday Match grant from Stewarts for \$500.

The library might need to close for a few days to dispose of unusable items that's collected over the years. Donations of books are being accepted for the summer book sale, especially Adirondack historical publications.

### **Committee Calendar of Items Discussion:**

Reports will be posted on Google Docs so all have access to them

### **Committee Reports:**

**Membership & Outreach:** No report.

**Buildings & Grounds:** Christina reported that they met in January and did a walk through to assess needs and priorities. The plumber installed and repaired toilets and faucets as needed. Calls are out to repair the rails on the entry steps. Leaks will be fixed on the roof in the spring, but the roof replacement will wait until the grant announcements in the summer. The trim over the original building also needs repair. The tree overhanging the roof is still an issue, since it belongs to the house next to the library, a rental. Jake will schedule a meeting with the owner. The solar company increased its original estimate for roof panels since the grant was written, so an alternate plan will be investigated. Dean stated, pending a pre-construction meeting with the solar company, he would sign off on his roof warranty.

**Governance:** Mike Beccaria assumed the Chair of this committee. They met in February and developed a set of goals and a timeline to meet. A discussion ensued concerning how to update the current Strategic Action Plan, developed in 2017.

**Service:** Jesse Jakobe, Chair, scheduled a meeting next Monday, March 13<sup>th</sup> at 3:30pm. The members will focus on book delivery and brainstorm ideas for expanding services.

**Finance:** Christina Lawrence, as new Chair of this committee, is still reviewing past records and reports. The committee is seeking a new accountant, more responsive to our concerns. As an association library, we are not required to have an annual audit. The current policy is to have three people validate every expense/purchase.

**Personnel:** Amy Richardson is developing a 360-review for the director and staff. Jake and the committee will be updating job descriptions for each position. Jenny Curtis had a baby and Amy will send her a card from the board.

### **New Business:**

\*NYS Report Review and Vote- Jake completed the 72-page report, available online, used to compare similar libraries by size, employees, circulation, and other statistical components. Our library has an electronic counter on the front door, noting everyone who enters. Mike asked for a motion to accept the report, as filed. David Staszak moved to accept the report, Mackenzie seconded. The motion passed.

\*Board Skills Inventory Review and Discussion- Developed by Glen Pareiria III and taken last year by many of the Board members, it can be updated annually to reflect the skills levels of each member in many categories. The consensus of the Board is to just do it once.

\*Committees to Review Bylaws and submit relevant change requests to the Governance Committee-The Bylaws were updated in 2019. Each committee was charged to review the sections pertaining to them and submit any policy changes.

\*The date of the October meeting will be the 11<sup>th</sup>, not the 18<sup>th</sup>.

**Old Business:** None

**Adjournment:** A motion to adjourn was made by Amy, seconded by Angie. The motion passed. The meeting was adjourned at 6:29 pm.

**Future Meeting Dates:**

May 10, 2023  
June 14, 2023  
September 13, 2023  
October 11, 2023  
November 8, 2023

March 14, 2023