

Saranac Lake Free Library

Board Meeting Agenda

5:15 PM, June 11th, 2025

Present: Mackenzie Davison, Jake Widrick, Jodi Rossi, Mikayla Ploof, Tracey Henderson, Jess Kemp, Kenzie Marine, Andrew Kelly, Libby Clark, Christina Lawrence

Absent: Wendy Austin, Carolyn Koestner, Aurora Pfaff

- Mackenzie Davison called the meeting to order at 5:15 p.m.
- Mikayla Ploof moved to approve the May 14, 2025 meeting minutes. Jodi Rossi seconded. The minutes were approved 8-0-0.
- No public comment was made during the Period of Public Expression.
- Jake Widrick presented his May 2025 director's report.
 - The tax levy did pass in the most recent SLCSO budget vote. Library budgeting will begin in September's meeting.
 - The membership drive has raised just over \$26,000 so far.
 - The library's accountants will take over payroll since Paychex has had issues every single pay period for the last 3 months.
 - The Constitution 101 event was successful. Jake is exploring continuing the series and bringing in a constitutional law expert or immigration attorney.
 - The library will be closed June 19th but will leave the downstairs open in the evening for some workshops and closing reception for Ann Haskell.
 - The summer's reading theme is "Color Our World" which is a seven week program with a color theme in the order of Roy G. Biv each week. Kids who sign up get a button and earn stars based on challenges. The stars enter the kids into a raffle with 7 different prizes.
- Committee Reports
 - Building & Grounds
 - Kyle Murray is going to install the Women's Civic Chamber bench on June 20th. Jake will send photos. Jake is going to get Roy a dedication plaque for the bench.
 - The Intent to Apply was due on June 6th. Jake included the chimney work and exterior painting of the building.
 - Improvements to exterior lighting as well as tables and carpet in the Cantwell Room should also be considered.
 - New cameras were installed to monitor the solar converters. Andy Kelly expressed interest in padlocking the cameras for added security.
 - It may be worth considering adding a camera to the front to monitor the newly installed bench.
 - Finance
 - The Finance Committee had nothing to report.
 - Jake informed the Board that Excellus health insurance premiums through the North Country Chamber of Commerce are going up 19%.
 - Personnel
 - The Personnel Committee had a short meeting the first week of June to discuss potential staff retirement and incoming/outgoing library pages.
 - The outgoing page will be paid out for unpaid PTO and will be given a Goody Goody's gift card.
 - The incoming page starts July 7th.

- Governance
 - Mackenzie asked the Governance Committee to keep an eye out for a scheduling email and asked that the committee look through the handbook.
 - The Governance Committee is responsible for sourcing Board candidates. The Ideal board size has about nine to seventeen members, but the SLFL has held steady at thirteen members.
 - The SLFL Board is potentially losing four members.
- Service
 - The Service Committee had nothing to report.
- Membership & Outreach
 - The letter for spring drive was sent.
- Old Business
 - Mikayla, Jodi, Mackenzie and Jake provided an overview of the decision behind changing investment firms for members who were absent at the May meeting.
 - The Finance Committee met with Janney, Rockefeller, and Long Run.
 - Long Run is a local firm that does not farm out to third parties.
 - Employee retirement accounts are required to stay with Janney until January.
 - The SLFL portfolio is moving over to Long Run by the end of June.
 - Long Run provides 401(k) and 403(b) retirement account options for employees. Any retirement account questions can be answered by Long Run with in-house visits.
 - There is no termination fee from Janney.
 - Kevin Grady will be the account owner but because the firm is small, the Board can expect several hands to be touching the account. Kelly Kelleher will be the retirement account point of contact.
- New Business
 - No new business was reported.
- Executive Session
 - Christina Lawrence moved to move into executive session at 6:12p ET. Libby Clark seconded the motion. The motion was approved 9-0-0.
 - Andy Kelly moved to move out of execution at 6:33p ET. Mikayla Ploof seconded the motion. The motion was approved 9-0-0.
- Adjournment
 - Mackenzie noted that the board had met all of the points of the agenda, thus the meeting was adjourned at 6:33p ET.