

# **Saranac Lake Free Library**

## **Board Meeting Minutes**

### **September 10th, 2025**

**Present:** Dave Staszak, Mackenzie Davison, Jake Widrick, Kenzie Marine, Andrew Kelly, Jodi Rossi, Aurora Pfaff, Mikayla Ploof, Jess Kemp, Carolyn Koestner, Wendy Austin, Libby Clark

**Absent:** Christina Lawrence, Tracey Henderson

- Mack called the meeting to order at 5:15 p.m.
- Motion to accept the minutes from the May meeting: Jodi first, \_\_\_\_ second
  - All voted aye
- No public present for public expression
- Jake gave the Director's Report
  - Highlights included (please see Director's Report for full details):
    - The summer was delightfully busy
    - Summer book sale was a terrific success, bringing in just under \$10,000 for the library
    - New plant propagation station upstairs
    - Summer Reading Program was modified and found to be a great success with an increase in participants and enthusiasm
      - There was discussion on how to improve the attendance of groups that weren't as well represented, such as teens, as well as a possible adult version
    - Discussion on a local Dungeons and Dragons group being allowed to use the Cantwell Room for their gatherings
      - Mack suggested offering a "Learn to Play" public session
    - Physical attendance in the library is down, but digital interactions are up
    - There were 78 uses of the Wild Center passes; this means that Saranac Lake residents were saved thousands of dollars in admission fees
    - Writer-in-Residence 2026 update:
      - Jake has asked the NYSCA if the program year can change
      - The library needs to develop a more structured application and decision-making process
      - Matt (staff) is interested in being on that committee; Jake invited board members to join the committee as well
- Committee Reports
  - Buildings & Grounds
    - Christina did a walk-around today regarding upcoming projects for the CEF grant
    - A working meeting will take place this month
  - Finance
    - Jake has put together an early draft of the 2026 budget
  - Personnel

- Meeting will take place soon, regarding health insurance/medicare premium, particularly for establishing policies for retiring employees
  - Governance
    - There is a scheduling conflict for the October meeting; Mack proposed that the meeting be cancelled. Instead, all committee chairs are asked to convene their committees before October 8, 2025
    - Send in names to the Governance Committee by October 1st, 2025. Trustees are asked to submit two names.
    - See Expression of Interest letter
  - Service
    - No report
  - Membership & Outreach
    - Membership letters went out this summer; annual appeal letter will be going out this fall
- Old Business
  - None
- New Business
  - Moving the October 8 meeting date was discussed.
  - 2026 CEF Construction Grant Review
    - Application was submitted for just over \$100,000
    - Most expensive piece is the Smith & Stender work (in-floor electrical units, exterior lighting, re-doing ceiling tiles)
    - Also included: spray foam insulation to improve heat efficiency in the front, top floor (est. \$26,000)
      - If spray foam is done, it is a five-day job. If it can be timed with Smith & Stender well, the library could potentially be closed for as little as two days.
    - There is potential to include repairs to the pillars in front of the original library (est. \$7,000-10,000)
    - Mikayla made the motion to approve; Libby seconded. All voted in favor to approve
    - Jake noted that if CEF approves, Jake would like the chimney work completed before winter, as well as the exterior lighting projects.
- The meeting was adjourned at 6:23 p.m.