

**The Richards Library
Board of Trustees Meeting Minutes
Tuesday, July 11, 2023**

Present: John Schroeter, Sarah Gebbie-Measeck, Susan Matzner, Esther McTague, Mary Beadnell, and Shelby Burkhardt, Library Director

Other: Becky Lawler (by phone), Danielle Robichaud

Excused: Gina Colburn

Meeting called to order at 10:03am

Consent agenda approved. Motion made by John and seconded by Sue and approved by board.

Period Of Public Expression: None

Swearing in of Danielle Robichaud as a new board member taking the remaining term of Suzanne Glebus.

Correspondence:

- Contacted by Adirondack Explorer editor and writer. They are preparing an article on rural libraries in the Adirondacks.

Director's report:

- Fire extinguisher inspection from NY Fire and Security
- Community Room saw a lot of use for tutoring in June
- A lot of time spent on organization of spaces
- Proceeding with archiving
- Programs in June were discussed as were upcoming programs and events
- Statistics for the month were presented

Committee Reports:

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: Andy has done some work on the garden areas
- Outreach: outreach is going well despite construction.
- Policy: n/a

Old Business

- Cyber Insurance through Cowbell
 - board members still have questions regarding rates and possible alternatives to Cowbell
 - SALS is potentially looking at group coverage for member libraries
 - Board agreed to wait to hear more from SALS

New Business

- Board welcomed new board member

- Barrier Free Elevators gave a quote for elevator repair.
 - Elevator continues to have issues, waiting for a better quote
 - Will restrict access to elevator until repairs are made
- Project Planning preparation will occur on July 18, to determine immediate needs and long term planning with Butler Rowland Mays Architects.

Other Business:

- Town Board Meetings
 - Sarah attended the June WCSD BOE meeting
 - Esther will attend the July Thurman Town meeting
 - Susan will attend the Warrensburg town meeting in August

Public Expression: none

Next Board Workshop set for July 18 with Paul Mays and Steve Rowland at 9:00am

Next Board Meeting : Tuesday, August 1, 2023 at 10:00am

Meeting adjourned at 11:14 following a motion by Susan, seconded by Mary and approved by board.

Approved by The Richards Library Board of Trustees on August 1, 2023.