

**The Richards Library
Board of Trustees Meeting Minutes
Tuesday, May 6, 2025**

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

Excused: Gina Colburn, Esther McTague

Guests: Samantha Newcomb, Sara Dallas (SALS Director), Brandon Beadnell of Beadnell Heating & Cooling and associate

Meeting called to order at 10:02am

Motion to approve the consent agenda was made by John, seconded by Susan with the addition of Mary Beadnell's attendance to the meeting minutes and approved by Board.

Period Of Public Expression:

- Sara Dallas, SALS Director
 - Sara spoke about the IMLS May 4 Executive Order
 - NYS Library receives 8.5 million dollars to fund positions
 - NYS Library will not have money to fund the Ready to Read Program and the Summer Reading Program
 - NYS will have reduced funds for grants and technical assistance
 - Sara asked that Board members reach out to local, state, and congressional representatives
- Brandon Beadnell, Beadnell Heating and Cooling
 - Brandon discussed how he could reduce the cost of his quote due to lower prices from suppliers
 - Quote will include 1 year of free service, 12 year warranty on electrical parts, furnace units are lifetime guaranteed
- Sarah swore in Samantha Newcomb as a new Board member

Correspondence:

- Received a postcard from Sara Dallas
- Our NYS Workers' Compensation (NYSIF) has been renewed
- Secret Garden Project sent us Milkweed Seeds. They will be added to the seed library.

Director's report:

- Elevator is listed as out of service. Barrier Free Elevators will visit in May for maintenance
- 2024 NYS Report to our Community completed and shared
- Updated list for Andy discussed
- Furnace replacement visits from G.A. Bove Fuels and Beadnell Heating & Cooling
- Zoom meeting with Paul Mays
 - Waiting for final report
- Attended SALS Directors Council Meeting and Rural Library Roundtable via Zoom

- Met with Sue from Hickory Mtn Ski Center to discuss coordinating programs
- Met with Drew Monthie to discuss his upcoming exhibit in the YA Room
 - Artist reception on 6/10 at 5pm
- Invitation from the Elementary School, to set up a table at the May 14 open house from 6:00-8:00
- WCS Student volunteer – 1 session
- April programs were discussed
- Special programs planned for May were discussed
- Statistics for the month were presented except for Wifi usage

Committee Reports

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: n/a
- Outreach
 - going along at Countryside home
- Policy:
 - Workshop was held to review the statement of need and draft of the strategic plan
 - Sarah will update the statement of need
 - Sarah discussed potential grant opportunities

Old Business

- Annual Sexual Harassment Prevention Training
 - Free training from NYS emailed to Staff and trustees
 - Completed tests must be submitted by 5/30
- Quotes for changing furnaces were reviewed.
 - Motion to offer the contract to Beadnell Heating & Cooling made by Susan, seconded by John, Mary abstained, and approved by remaining Board members.
- 2024 Financial Review and Tax Return signed and submitted

New Business

- New trustee
 - Motion to add Samantha Newcomb to the Board of Trustees made by John, seconded by Susan and approved by Board.
- Adirondack Rural Revitalization Program (AARP) grant
 - Need \$5000 match for chimney cap project
 - Received letters of support from the town of Warrensburg and from Matt Simpson's Office

Other Business:

- Town Board Meetings
 - Report from Esther for Thurman town meeting in April
 - Sarah will attend the Warrensburg Town Meeting in May
 - Sarah will attend WCSD BOE Meeting in May

- Strategic Plan 2025-2030
 - 19-30 year olds need more service
 - Discussed how to reach underserved communities
 - Suggestions included exhibiting HS student art
- Reminder of May 20th vote for school and library budgets

Public Expression: none

Next Board Meeting set for June 3, 2025 at 10:00am

Next Committee Workshop scheduled for May 20 at 10:00am

Motion made by Susan, seconded by John and approved by the Board to adjourn at 12:00pm.

Approved by The Richards Library Board of Trustees on June 5, 2025.