

**The Richards Library
Board of Trustees Meeting Minutes
Tuesday, Sept. 9, 2025**

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

Excused: Esther McTeague, Becky Lawler, Gina Colburn

Meeting called to order at 10:05am

Motion to accept and approve the consent agenda and meeting minutes was made by John, seconded by Susan and approved by Board.

Period of Public Expression: None

Correspondence:

- Vanguard sent a shareholder report on Index Funds

Old Business

- Adirondack Rural Revitalization Program Grant
 - Library awarded grant for the chimney cap replacement
 - Sarah is working on an RFP to identify potential companies to do the repair
- Changing furnaces from Oil to Propane
 - Parts are here, tentative start date is 9/10
 - No issues from CRIS with the propane tank installation underground

New Business

- Receiving monies from NY Assemblymember Matt Simpson
 - SAMS State and Municipalities grant
 - Received help from Warrensburg Supervisor Kevin Geraghty

Director's report:

- Building issues
 - May need to replace all 4 building cameras
 - Elevator still issues with leveling, Barrier Free Elevators will install heater to keep oil temperatures consistent, should fix issue.
- Flora and fauna exhibit from YA room collected by artist
- Summer Reading program completed
 - Lower stats than last year
- Discussed August Programs
- Discussed upcoming events
 - The Big Read grant will begin on October
- Statistics for the month were provided

Committee Reports

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds:
 - John – removed small Elm tree by border marker over the weekend
- Outreach
 - John – continuing along
- Policy: n/a

Old Business

- Adirondack Foundation Lake Placid Education Foundation 2025
 - Received \$2500 to increase archival attention – staffing and supplies
 - Award for archival project only, no monies to increase YA collection
- Casella Foundation Grant
 - Application submitted by Sarah June 9.
 - Awaiting outcome
- Code of Conduct
 - Only Service Animals allowed in the library
 - Signs placed on main and front entrances

New Business

- Smart Growth in the Adirondack Park and Catskill Park
 - DEC Grant, needed to pursue with the town
 - No longer needed
- WLGS
 - All spaces sold to vendors
 - Library will close at noon Friday for the weekend
- Staff Vacancy
 - Need a new maintenance person

Other Business:

- Town Board Meetings
 - Susan and Samantha reported on Warrensburg Town Meeting on August 13
 - Sarah will attend the WCSD BOE meeting
 - Mary or Samantha will attend the Thurman Town meeting on October 16

Period of Public Expression: None

Next Board Meeting set for October 7, 2025 at 10:00am

Next Committee Workshop scheduled for Sept. 23 at 10:00am

Motion made by Susan, seconded by Mary and approved by the Board to adjourn at 11:01am.

Approved by The Richards Library of Trustees on