

Saranac Clarksville District Library
Minutes of Regular Board Meeting

November 20, 2024 6:30pm
Clarksville Branch

Meeting called to order at 6:30pm by President Becky Fitzpatrick.

Present: Becky Fitzpatrick, Jodi Bird, Randi Williams, Abby Guernsey, Sarah Rose, Alex Larson

Absent: none

17 Visitors attended.

Agenda was approved. (Williams/Rose)

With the changes below:

1. Under Old Business; Change Open Board Chair Positions to Open Officer Positions

Minutes of the October 2024 meeting were approved. (Guernsey/Williams)

With the changes below:

1. Change each instance of “by role call vote” to “by vote”

The October 2024 Financial Report was reviewed and NOT approved. (Williams/Fitzpatrick)

Alex will discuss the following items with the accountant:

1. The budget is not displayed in the financial report accurately.
2. The financial report is not displaying all budget line items, even if the line item remains at \$0.

Reports:

Director Report

1. Consulted with DCI, a construction company, and an architect regarding adding an elevator to the Clarksville location
2. Youth Services Coordinator position is in the interviewing process.
3. Homeschool Group Changes:
 - a. Youth Services Coordinator staffing changes were not related to changes with the Homeschool Group services.
 - b. Changes to the Homeschool Group hosted by the library include:
 - i. Will be open to public attendance.
 - ii. No registration or registration limits.
 - iii. Advertising program to the public.
 - iv. May change the group name at discretion of the new Youth Services Coordinator, when hired.
 - v. Youth Services budget will be more evenly distributed across youth programs.
 - vi. Scheduled time of the program will remain the same as it best fits the community’s needs.
 - vii. Meeting Room Policy will be followed.

- viii. Group is on pause until the Youth Services Coordinator position is filled.
4. EPS is installing the fire security system in Saranac currently and Clarksville's install will be next.
 5. Library Hours:
 - a. Both locations will be closed Nov 28-30 for Thanksgiving.
 - b. Clarksville will be open 11/29 2-5pm for a Make & Take Ornament craft.

Old Business:

Open board chair positions

1. Open position: Secretary - Jodi elected to this position (Williams/Guernsey).
2. Open position: Vice President - tabled

New Business:

Board member resignations

1. Pat Essig sent in resignation letter after serving for many years. She resigned October 22, 2024.

Open trustee positions

1. Village of Saranac Position was opened up.
 - a. Sarah Rose was appointed by the Village of Saranac to this position.
2. Boston Township position open.
 - a. Kylee Grilley is interested. Becky will continue working through this.
3. Saranac School District position open.
 - a. Will need to work to find someone for this position.

Friends of SCDL

1. Six members present.
2. Nicole Klahn provided handouts and read account of the situation with a library staff member regarding the Friends of the SCDL.
3. Seeking transparency with the library and would like to work through this to continue being able to support in the future.

Park Discussion

1. Alex will reach out to the Village Clerk for a meeting. Jodi is willing to meet with them as well.
2. The Village of Clarksville & Library will work together to review the contract. Security camera coverage will include the park in future iterations

Financial Advisor Meeting

1. Alex met with Michael a few weeks ago regarding current investments.
2. Board would like to meet with Michael when CD's mature (around February) for more training and recap of investments. Alex will reach out to him about this.

Program Update

1. Youth Services Coordinator position has been posted and received 15 candidates thus far. The position includes programs for children, Tweens, and Teens (not adults).
2. Budget
 - a. working to get this back on track by reallocating some budget lines
3. Expanding Programs:
 - a. Adult, Tween, Teen programs like: Creative Bug, Dungeons & Dragons
 - b. Passive programming

- c. Working with the community so programs are not scheduled at the same time as events by other businesses and organizations.

Public Comment

1. A member of the Friends of the Library spoke on the topic of the groups/ support.
 - a. The group funded all summer programs for years and has supported the library in person and monetarily since 1992.
2. A member of the Homeschool group spoke on the topic of staffing & programming change.
 - a. Program has existed for many years, which expanded their access to materials and curriculum.
 - b. Homeschool group will continue to use the library but with reduced allocated budget lines.
 - c. Changes were implemented with the purpose to open program to everyone
3. A member of the Homeschool group spoke on the topic of staffing and programming change.
 - a. Family has been part of this group for many years.
 - b. Difficult to replicate public school atmosphere so this program enabled a school atmosphere
 - c. Wants to continue partnering with the library when a new Youth Services Coordinator is hired.
4. A member of the Homeschool group spoke on the topic of staffing and programming change.
 - a. Teen expressed personal feelings about staffing changes.
5. A member of the Homeschool group spoke on the topic of staffing and programming change.
 - a. Shared importance of the program and its use for the group.
6. President received a letter that will be opened, scanned, and emailed to the board for further review.

Meeting was adjourned at 7:38pm by motion from Rose, second by Guernsey.

Next meeting December 18, 2024 @ 6:30pm – Saranac branch

Respectfully Submitted - Jodi Bird, Secretary