

CVW Long Lake Public Library

BOARD MINUTES

Tuesday, October 21, 2025 6:00 pm

ROLL:

President, Rick Paula	Present
Vice President, Kent Stanton	Present
Vice President of Finance, Donna Furlong	Present
Secretary, Marcia Acita	Present
Trustee, Pam St John	Present

APPROVED
NOVEMBER 18TH, 2025

Kristel Guimara, Library Manager
Sue Kunzmann, Clerk

President Rick Paula called the meeting to order at 6:08 pm

AGENDA, MINUTES AND EXPENDITURES:

Approved: On Motion by Pam, seconded by Kent, with all in favor of adopting the **Agenda** for the October 21, 2025 meeting

Approved: On Motion by Marcia, seconded by Pam, with all in favor of approving the **Minutes** of the September 16, 2025 meeting

Approved: On Motion by Donna, seconded by Kent, with all in favor of approving the **Expenditures** for the period September 17, 2025 through October 21, 2025

CORRESPONDENCE:

Kristel sent Vicki Casarett a thank you note for her donation in memory of CJ Simmons

PRESIDENT'S REPORT:

Rick reported that the Masons would like the closet in the kitchen to be available for them to hang coats and store boots. He provided a copy of a draft letter to the Masons. Instead of sending the letter, the Board asked Kristel to ask Bruce Jennings to provide the library a written request detailing what the Masons would like.

Kristel provided a copy of the Access and Release Agreement signed by the library and the Masons in November 2024

Rick said the new library sign for the back of the building will be installed soon.

MANAGER'S REPORT:

Kristel reported that the monthly fee paid to Martin & Dukett will increase from \$525 to \$625 starting in July 2026. Any additional services will be billed at hourly rates. Kristel included a copy of the email from Brian Dukett

Rick said that the Holiday Dinner will be at Long View Lodge on December 17, 2025 at 5:00 pm

The auditor is working on the 2024-2025 year.

Baker & Taylor will close after the first of the year. Kristel said that she has canceled all backorders, and will start ordering from Ingram

There has been no response from Community Solar-Nexamp

Upcoming Events:

October 25, 2025 – Hot Club of Saratoga

November 15, 2025 – Painting Workshop with Kathy Glatz

November 25, 2025 – Writing Workshop

December 13, 2025 – Birch Bark Workshop with Melissa Burnett

March 7, 2025 – Café Livre with Sherian and Peter

April 11, 2025 – Café Livre with Bob Stump and Doug Moody

Currently 71 patrons are utilizing Hoopla

Kristel has ordered the new laptop with a 3 year warranty

Kristel said that the visit on October 10, 2025 with Kim Bolan, new SALS Executive Director, went well. She thanked the Board Members who attended

Kristel asked if anyone knows who might shovel the front steps. Rick will check with the Town Highway Department

COMMITTEE REPORTS:

PERSONNEL:

Rick said that Self Evaluation forms have been distributed to all employees. He said the library is fortunate to have good staff.

BUILDINGS & GROUNDS:

Pam asked about a barrier in the parking lot to prevent cars from hitting the building

Next Meeting: Tuesday, November 18, 2025 at 6:00 pm

Adjournment: On Motion by Donna, seconded by Pam, with all in favor, the Board adjourned at 6:53 pm