



## **Board of Trustees Meeting Minutes**

**Dec. 9, 2025**

Attended by trustees Colin Hagadorn, Margaret Hartley, Josh Jaquard, Beth Teitel and Janice Waterhouse, and Library Clerk Claire Spivak.

Presiding: President Janice Waterhouse

Janice Waterhouse called the meeting to order at 6:30 p.m. and led the board in the Pledge. Beth Teitel moved to adopt the agenda. Margaret Hartley seconded. Carried. Waterhouse moved to accept the minutes of the Nov. 18 meeting. Teitel seconded. Carried.

### **President's Report**

Waterhouse said she has not received a response to emails to the library's attorney in a month. She said Lake Luzerne Councilmember Dane Morton emailed to inform the library that the town is pursuing a grant to expand the River Walk from the Adirondack Folk School to the bridge, and that part of the proposed trail would cross library property. Colin Hagadorn suggested that town representatives come to a board meeting to explain the plan. Waterhouse said she would meet with Morton and incoming Town Supervisor Jim Niles.

Waterhouse said she is continuing to develop a proposal for a fundraising event for the library in 2026, and that a volunteer has agreed to make a book quilt for a raffle.

### **Vice President of Finance Report**

Colin Hagadorn reported library expenditures of \$18,223.19, which includes \$15,407 annual payment to the New York State and Local Retirement System. He also noted that the JP Morgan charge of \$486.12 includes a disputed charge of \$353.30, which he is working to have removed. Deposits totaled \$441.65.

Bank balances include CDs of \$34,011.86 and \$35,623.78. After moving funds from the interest bearing account to the operating account, the balances are \$36,175.64 in the operating account, and \$91,352.19 in the interest bearing account.

Waterhouse moved to accept the financial report and pay the bills. Hartley seconded. Carried

### **Secretary's report**

None.

### **Manager's report**

Library Manager Marion Allan was on vacation and submitted her report in advance to trustees via email.

The month saw 630 patrons and 154 people attended library programs. Allan submitted a grant to LARAC that would cover painting classes. Sweets with Santa was scheduled for the following Saturday.

### **Old business**

The board tabled a vote on a Code of Ethics policy, which is required by state law, after Jacquard questioned the legality of some of the wording in the proposed policy. Hartley will update the policy language for the January meeting.

Waterhouse presented a Conflict of Interest Policy, also required by law. Waterhouse moved to accept the policy. Hartley seconded. In favor: Hartley, Jacquard, Teitel and Waterhouse. Opposed: Hagadorn. Carried.

### **New Business**

None.

### **Public Comment**

None.

### **Executive Session**

At 7:12 Waterhouse moved to adjourn to executive session to discuss the library manager's terms of employment. Hartley seconded. Carried.

At 7:36 the board emerged from executive session. Hartley moved to return to a public meeting, Hagadorn seconded. Carried.

### **Public Action**

Waterhouse moved to accept new terms of employment for the library manager as agreed to in executive session. Teitel seconded. Carried.

### **Adjournment**

At 7:38 Waterhouse moved to adjourn. Jacquard seconded. Carried.

**The next regular board meeting will be on Jan. 13 at 6:30 p.m. The board will continue discussing the fiscal 2026-2027 budget at that meeting.**

*Minutes prepared by Board Secretary Margaret Hartley*