

**MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
22 APRIL 2008**

Richard Ramsey, President called the regular meeting of the Library Board of Trustees to order at 7:15 PM on Tuesday, April 22, 2008.

Attending: Richard Ramsey, President; Robert Kent, Vice-President; Rebecca Pahl, Rita Stein, and Gail Sacco, Clerk

Others Attending: Bryan Richmond, Library Building Committee member

Excused: Robert Parmenter, Treasurer

MINUTES: The minutes of the meeting held on March 17, 2008 were presented to the Board.
M (RS) S (RCP) P: TO APPROVE THE MINUTES FOR THE MEETING OF MARCH 17, 2008.

The minutes of the special meeting held on March 31, 2008 were presented to the Board.
M (RS) S (RCP) P: TO APPROVE THE MINUTES FOR THE SPECIAL MEETING OF MARCH 31, 2008.

FINANCIAL:

Budget for FY 2008-2009:

M (RS) S (RCP): to adopt a revised budget of \$961,700 for fiscal year 2008-2009. OF THIS AMOUNT, \$931,700 IS for operations and \$30,000 for debt repayment.

Three candidate petitions have been received for the two open seats. It is traditional to draw straws in order to determine the order of candidates on the ballot.

Trustees discussed the Budget Information Meeting which will be held on May 5 at the library.

Warrants: Warrant 9A (March 18-31, 2008) was presented to the Board. Warrant 9A for the operating fund totaled \$9,367.11.

M (RK) S (RS) P: APPROVE FOR PAYMENT WARRANT 9A OF \$9,367.11 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Warrant 10 (April 1-22, 2008) was presented to the Board. Warrant 10 for the operating fund totaled \$30,687.51.

M (RK) S (RS) P: APPROVE FOR PAYMENT WARRANT 10 OF \$30,687.51 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT: The Treasurer's Report for March 2008 was presented to the Board.

M (RK) S (RS) P: TO ACCEPT THE MARCH 2008 TREASURER'S REPORT OF \$8,646.95 IN THE CHECKING ACCOUNT, \$421,023.38 IN TEMPORARY INVESTMENTS, \$61,368.24 IN THE BUILDING FUND AND \$7,137.20 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$498,175.77.

RESOLUTIONS TO INCREASE THE BUDGET:

M (RK) S (RS) P: RESOLUTION TO INCREASE the 2007-2008 fiscal year budget by \$15,862.00 to grant income (202767) and grant expense (300415) for the following reasons. This increase reflects the grants which the library received through march 31, 2008.

To record sewing machine grant from Cargill of \$ 900.00 To record the Family Place Grant of \$ 7,973.00 To record the UHLS outreach grant of \$2,345.00 To record a member item from Representative John McEneny of \$4,000.00. To record an Arts Center grant for \$644.00 to fund the Harbinger of Spring Concert.

M (RK) S (RS) P: RESOLUTION TO INCREASE the 2007-2008 fiscal year budget by \$1,050. This increase reflects the funds which the library received from the friends of the library. It includes \$450.00 FOR THE YOUTH BOOK CLUB (300410-100) AND \$600.00 FOR SUMMER READING CLUB (300479-003).

THIRD QUARTER FINANCIAL REPORT: The financial report for the Nine Months Ending March 31, 2008 was distributed to the Trustees. On March 31, 2008, the budget was 75% expended. This does not include the bill for the boiler.

DIRECTOR'S REPORT:

Personnel: Gail Sacco reported that the search for a new bookkeeper is in process. Civil Service has sent a list for the job and canvass letters have been sent. There may be a need to hire an interim bookkeeper due to the departure of Pam Bolton-Engelhardt.

Maura Lynch, a full-time circulation clerk, has been assigned about 5 hours a week as a clerk for the Youth Services department. These duties are in addition to her current duties and since she is full-time, her revised responsibilities have no fiscal impact on the library.

New Scotland Business Builders: This local group will be having their trade show at the library on Saturday, April 26. It will include 10-12 local business tables.

Services: The library purchased a Wii with an additional three controllers for library program use. Both the youth and family services and adult services staff is interested in offering Wii centered activities.

Adult Services: About 60 people attended a successful Harbinger of Spring Concert and Friends Annual Meeting.

Youth and Family Services: Both the Multnomah Public Library in Portland Oregon (Clean Up Your Library Card) and The Queens Library (Book Bucks) have programs which allow young people to read as a payment for their library fines. Joyce Laiosa, the Youth and Family Services Librarian, proposes initiating a similar program here as part of the Summer Reading Club.

Children who sign up for the reading club receive prizes and incentives so they continue reading throughout the summer. This summer, one incentive would be a coupon good for up to \$30 off of a young person's fines. The coupons would be turned in to circulation, which would keep track of them. The coupon has no cash value and cannot be used for credit on future charges. There would be no refunds for recently paid charges.

This program since keeps our young people reading and also makes each one accountable for his or her actions and responsibilities.

M (RS) S (RCP): TO INITIATE A CLEAN UP YOUR LIBRARY CARD PROGRAM

FOR STUDENTS IN FIFTH GRADE OR ABOVE, AS PART OF THE SUMMER READING CLUB THIS YEAR. THE PROGRAM ALLOWS PARTICIPANTS TO HAVE A MAXIMUM OF \$15 IN FINES FORGIVEN BY THE LIBRARY IN EXCHANGE FOR READING A CERTAIN NUMBER OF HOURS (TO BE SET BY THE LIBRARIAN).

THIS PROGRAM WOULD INCLUDE A COUPON FOR CURRENT FINES. IT HAS NO CASH VALUE AND NO USE FOR CREDIT ON FUTURE CHARGES. REFUNDS WOULD NOT BE GIVEN FOR RECENTLY PAID CHARGES.

Building:

Boiler: After suddenly breaking down, the boiler needed a new piece of the tank as well as replacements for the seals. After it was put together, it continued to have small leaks which TBS repaired.

M (RS) S (RCP) P: TO ACCEPT THE DIRECTOR'S REPORT.

OLD BUSINESS:

BUILDING EXPANSION: Dick Ramsey has not met with Tom Dolin, the new Supervisor for the Town of New Scotland. Supervisor Dolin has been busy with town activity relating to the Bender Melon Farm.

The Trustees discussed funding options for the new building. They asked Gail Sacco to contact some local consultants to help determine the funding options and referendum parameters. There will also be a field trip to the East Longmeadow Public Library.

NEW BUSINESS:

There was no new business.

M (RK) S (RP) P: TO ADJOURN THE MEETING.

The meeting was adjourned at 8:55 PM. The next meeting will be held on MAY 5, 2008 AT 7:00 PM in the library.

Respectfully submitted,
Gail Alter Sacco, Clerk