

MINUTES  
VOORHEESVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
15 DECEMBER 2008

Richard Ramsey, President called the regular meeting of the Library Board of Trustees to order at 7:10 PM on Monday, 15 December 2008.

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

**MINUTES:** The minutes of the regular meeting held on November 17, 2008 were presented to the Board.

M (RK) S (RS) P: TO APPROVE THE MINUTES FOR THE MEETING OF NOVEMBER 17, 2008.

The minutes of the special meeting held on December 7, 2008 were presented to the Board.

M (RCP) S (RP) P: TO APPROVE THE MINUTES FOR THE SPECIAL MEETING OF DECEMBER 7, 2008.

**FINANCIAL:**

**WARRANTS:** Warrant 5A (November 18-30, 2008) was presented to the Board.

Warrant 5A for the operating fund totaled \$685.00.

M (RP) S (RK) P: APPROVE FOR PAYMENT WARRANT 5A OF \$685.00 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Warrant 6 (December 1-15, 2008) was presented to the Board. Warrant 6 for the operating fund totaled \$55,338.31.

M (RP) S (RK) P: APPROVE FOR PAYMENT WARRANT 6 OF \$55,338.31 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

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

M (RP) S (RK) P: TO ACCEPT THE AUGUST 2008 TREASURER'S REPORT OF \$61,955.45 IN THE CHECKING ACCOUNT, \$22,149.28 IN TEMPORARY INVESTMENTS, \$56,321.60 IN THE BUILDING FUND AND \$8,612.66 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$149,039.69.

The Treasurer's Report for SEPTEMBER 2008 was presented to the Board.

M (RP) S (RK) P: TO ACCEPT THE SEPTEMBER 2008 TREASURER'S REPORT OF \$84,144.72 IN THE CHECKING ACCOUNT, \$22,202.48 IN TEMPORARY INVESTMENTS, \$56,347.85 IN THE BUILDING FUND AND \$8,679.47 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$171,374.52.

The Treasurer's Report for OCTOBER 2008 was presented to the Board.

M (RP) S (RK) P: TO ACCEPT THE OCTOBER 2008 TREASURER'S REPORT OF \$71,267.49 IN THE CHECKING ACCOUNT, \$707,228.07 IN TEMPORARY INVESTMENTS, \$56,365.75 IN THE BUILDING FUND AND \$11,310.14 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$846,171.45.

## **DIRECTOR'S REPORT:**

**SERVICES:** The Trustees discussed November's circulation figures which showed a decrease from the year before. There is no obvious reason for this decrease.

Gail Sacco reported that the Arts Center's Community Art\$Grant program awarded the library \$1900 out of \$2100 requested for the 2009 Harbinger of Spring Classical Concert to feature Melody of Dragon and \$300 of the \$600 requested for a reading and fiction writing workshop with Rebecca Flowers, author of the novel *SO NICE TO COME HOME TO*. The library plans to showcase China during the month of April.

**Personnel:** Gail Sacco reported that she has deferred hiring a full-time staff member to fill the vacancy left by the resignation of Maura Lynch. She will continue to use part-time staff members until June 2008 and re-evaluate the library's needs after that time.

Julie Stump, the Head of Technology has taken responsibility for Circulation Services as well.

Rita Stein, Trustee, informed the Board that her daughter has applied for the position of page. She has not spoken with library staff regarding the application. Gail Sacco explained that both interviews and hiring decision regarding pages are made by the Circulation Supervisor. Sacco has no role in the initial process.

**Automation:** Gail Sacco is investigating the possibility of upgrading the library's T-1 line to a fiber optic line by contracting with the Capital District BOCES.

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

## **OLD BUSINESS:**

**Building Expansion:** The Board discussed the joint meeting of the library trustees and the building expansion committee on December 7, 2008. Trustees felt that there was good sharing of views and that the group had made a clear commitment to move forward.

**NEW BUSINESS:** There was no new business.

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

The meeting was adjourned at 8:20 PM. The next meeting will be on JANUARY 20, 2008 at the library.

Respectfully submitted,

Gail Alter Sacco, Clerk