

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
22 OCTOBER 2010

Richard Ramsey, President called the regular meeting of the Library Board of Trustees to order at 8:45 AM on Friday, October 22, 2010.

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

Others Attending: Suzanne Fisher

Excused: Robert Kent

MINUTES: The minutes of the meeting held on September 20, 2010 were presented to the Board.

M (RP) S (RS) P: TO APPROVE THE MEETING MINUTES OF SEPTEMBER 20, 2010.

FINANCIAL:

WARRANTS: Warrant 3A (September 21-30, 2010) was presented to the Board.

M (RP) S (RCP) P: APPROVE FOR PAYMENT WARRANT 3A OF \$9,193.62 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Warrant 4 (October 1-22, 2010) was presented to the Board.

M (RP) S (RCP) P: APPROVE FOR PAYMENT WARRANT 4 OF \$32,668.23 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT: The SEPTEMBER 2010 Treasurer's Report was presented to the Board.

M (RP) S (RCP) P: TO ACCEPT THE SEPTEMBER 2010 TREASURER'S REPORT OF \$114,631.03 IN THE CHECKING ACCOUNT, \$8,178.16 IN TEMPORARY INVESTMENTS, \$55,285.25 IN THE BUILDING FUND AND \$23,119.86 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$201,214.30.

Quarterly Report: The Profit and Loss Budget vs. Actual July through September 2010 was presented to the Board. This report does not include any adjustments from audited 2009-2010. It is filed with the official minutes of the meeting.

Bank Accounts: Gail Sacco and Mary Hofelich, the financial manager, met with Karen Brownell of Bank of America to discuss the banking analysis statement. It became evident that the library will not earn any interest in its temporary investment account and Sacco has recommended that it be closed.

M (RS) S (RP) P: TO CLOSE THE TEMPORARY INVESTMENT ACCOUNT AND MOVE THE \$8,178.16 INTO THE BUILDING ACCOUNT.

M (RS) S (RP) P: TO CLOSE \$17,225.10 FROM THE MEMORIAL ACCOUNT INTO THE BUILDING FUND. THIS MONEY IS DONATED, NON-PUBLIC FUNDS.

DIRECTOR'S REPORT:

Services: Suzanne Fisher reported that the Ellis Island book discussion was a success and presented the participants' evaluation of the program for the Board's information.

Gail Sacco pointed out the revised reference statistics which reflect questions relating to information as opposed to reserving books. The new categories are Questions and Reading Advice.

Building: The library's Verizon T-1 line was not in service for a brief time in August and 5 days in September. As a consequence, there was no external presence on the internet—no web page, no access to the calendar, no access to the catalog or ability to renew or reserve books. Internally, Rawdon Chang from UHLS and John Love, VPL's IT consultant, moved our operations onto the Road Runner connection the library has, so that staff were able to conduct business. Staff lost at least one ½ day of operations.

The Verizon staff indicates that the library had an automatic contract renewal for seven years in 2007. This is not evident on the bill, and when requested, Verizon could not provide a contract documenting this arrangement. After consulting with counsel, Verizon was sent a letter terminating our contract on December 21, 2010. Staff are researching the options available to us to replace this connection.

Dick Ramsey suggested that Gail Sacco file a complaint with the public service commission about the inadequate service which Verizon provided.

The building smoke detectors have been cleaned and should be in good operating condition.

Small Town Friends Festival: The festival committee and the Friends have decided to hold the festival next year on September 10, 2011. They are looking for new volunteers for the committee.

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

OLD BUSINESS:

Trustee Search: There have been two applications for trustee and a third may be pending. The Trustees will consider the applications next week.

New Library Building:

Conti Appraisal Service has been here and is working on the property appraisal for the current building.

There was a meeting of the architect, consultant, board president and president of the Friends of the Library. They recommend that a bond referendum for a new building take place at the end of June, 2011.

The trustees discussed a joint meeting with the VCSD Board of Education. Dick Ramsey will contact Jim Coffin, Board of Education President, regarding this.

Friends of the Library: Trustees decided to share the position of liaison and each trustee signed up for two meeting dates.

NEW BUSINESS: There was no new business.

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

The meeting was adjourned at 10:00 AM. The next meeting will on Monday, November 15, 2010 at 7:00 PM in the library.

Respectfully submitted,

Gail Alter Sacco, Clerk