

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
20 MARCH 2011

Richard Ramsey, President called the regular meeting of the Library Board of Trustees to order at 8:45 AM on Sunday, March 20, 2010.

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

Others Attending: Julie Stump, Margaret Malicki, and Taunya Hannibal-Williams

MINUTES: M (RCP) S (RK) P: TO APPROVE THE MEETING MINUTES OF February 28, 2011.

FINANCIAL:

WARRANTS: M (BR) S (RCP) P: APPROVE FOR PAYMENT WARRANT 8 (February 1-28,2011) OF \$20,773.81 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

M (BR) S (RCP) P: APPROVE FOR PAYMENT WARRANT 9 (MARCH 1-20, 2011) OF \$26,243.75 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

BUDGET TRANSFER: M (RP) S (RK) P: TO TRANSFER UP TO \$2,000 FROM BOOKS (300410) TO THE AUDIOVISUAL MATERIALS (300412). THIS MONEY WILL BE USED FOR THE PURCHASE OF eBooks (ELECTRONIC BOOKS).

TREASURER'S REPORT:

M (BR) S (RCP) P: TO ACCEPT THE FEBRUARY 2011 TREASURER'S REPORT OF \$546,137.69 IN THE CHECKING ACCOUNT, \$59,963.41 IN THE BUILDING FUND AND \$23,169.86 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$629,270.96.

Gail Sacco reported that the transfer of the library's bank accounts is still in process.

M (BR) S (RK) P: TO AUTHORIZE ROBERT PARMENTER, VICE-PRESIDENT/TREASURER, TO HAVE A STAMP MADE WITH HIS SIGNATURE TO USE ON LIBRARY CHECKS. THE STAMP WILL REMAIN IN PARMENTER'S POSSESSION.

DIRECTOR'S REPORT: Adult Services: Staff analyzed, circulation statistics and compared them to collection holdings and budget expenditures. They created graphs and charts which were used in developing a proposed book and material budget for FY2011-2012.

The Digital Download program is scheduled for April 4, 2011. It will demonstrate how to use various eReaders with the library's Overdrive collection of eBooks.

Gail Sacco updated the Trustees regarding the Verizon T-1 line.

Friends of the Library: The Friends have scheduled their annual meeting for March 28, 2011 in the evening. The Trustees are invited to attend.

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

OLD BUSINESS:

BUDGET FOR FY2010-2011: The Board reviewed the draft budget. No motions were passed. Gail Sacco presented several priorities for library operations. These included the following:

The retirement payment for FY2012-2013 is expected to increase to \$75,000 from the \$40-45,000 payment expected in FY2011-2012.

The collection needs to include more ebooks than it has in the past because the circulation in this area is increasing very quickly. This is a new line for the collection.

Although adult films are 20% of the circulation, the budget has not been increased in the coming year. Julie Stump explained that she watches demand and the current budget seems to satisfy our residents.

The fluorescent bulbs used throughout the library will become obsolete in a few months. Replacements will not fit into the current fixtures so the lights must be re-tooled. While there is a NYSERDA grant which will cover 50% of the cost, the library must pay the other 50%.

Library business has been increasing and employees did not get any COLA last year. The budget includes a small COLA adjustment for employees.

NEW BUILDING: Margaret Malicki and Taunya Hannibal-Williams updated the Trustees on the assessment interviews, which have been going well. The Trustees asked them to reference the cost/tax implications of repairs to the current building. They assured the trustees that they have been talking about the current building and will continue to do so.

Gail Sacco reported that a meeting to discuss financial implications of the building has been set up for April 13.

On the recommendation of both library staff and the Friends of the Library, the Board agreed to consider October 2011 as a possible date for a referendum.

Dick Ramsey has been in contact with Jim Coffin, the President of the VCSD Board of Education and he will set up a joint meeting with them.

Building Committee: The Trustees directed Gail Sacco to include the building committee in the communications and asked Taunya to contact Georgia Gray to work with her committee.

NEW BUSINESS:

Architect's Contract: The Board reviewed the contract from Johnson-Roberts Associates and made some modifications. Bryan Richmond will write the additional paragraphs.

Trustee Positions: Gail Sacco reported that petitions for three seats on the Board of Trustees are available now. They are due back, with 25 signatures, on April 18 at 4 PM.

EXECUTIVE SESSION:

M (RCP) S (RK) P: TO GO INTO EXECUTIVE SESSION TO DISCUSS A PARTICULAR INDIVIDUAL. The Board went into executive session at 12:10 PM.

M (RP) (BR) P: TO COME OUT OF EXECUTIVE SESSION. The Board came out of executive session at 12:45 P.M.

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

The meeting was adjourned at 12:50 PM. The next meeting will on Monday, April 11, 2011 at 7:00pm in the library.

Respectfully submitted,

Gail Alter Sacco, Clerk