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**MINUTES**  
**VOORHEESVILLE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**16 JANUARY 2012**

Richard Ramsey, President, called the regular meeting of the Library Board of Trustees to order at 7:05 P.M. on Monday, January 16, 2012.

Attending: Richard Ramsey, President, Robert Parmenter, Vice-President/Treasurer, Rebecca Pahl, Bryan Richmond, Robert Kent, Stella Suib.

Absent: Rita Stein

Others Attending: Julie Stump

**MINUTES:** The minutes of the meeting held on December 19, 2011 were presented to the board.  
**M (RCP) S(RP) P: TO APPROVE THE MEETING MINUTES OF DECEMBER 19, 2011.**

**TREASURER'S REPORT:**

**M (RP) S(BR) P: TO ACCEPT THE DECEMBER 19, 2011 TREASURERS REPORT OF \$43,410.96 IN THE CHECKING ACCOUNT, \$5,474.65 IN THE BUILDING ACCOUNT, \$690,247.23 IN THE MONEY MARKET ACCOUNT AND \$24,082.01 IN THE DONATIONS ACCOUNT.**

**DIRECTOR'S REPORT:**

**Fund Transfer:** Gail Sacco explained that because of several employees leaving/retiring, there is a payroll excess of \$31,000. She requested permission to transfer \$20,000 into the Building Fund towards future expenses. This would leave some excess in payroll as well.

**M (RP) S(BR) P: TO TRANSFER \$20,000 FROM THE PAYROLL ACCOUNT 300140 INTO THE BUILDING ACCOUNT 300453.**

**Carpet Replacement:** Gail Sacco showed the Trustees different carpet swashes and gave them the \$3,700 quote from Voorheesville Carpet Co.: \$2,500 to replace the carpeting from the front entrance, past the reference desk, to end at the hallway/rear entrance; \$1,500 to replace a square of carpet in the children's area with a softer, more colorful piece of carpeting.

**M (BR) S(SS) DISSENT (RCP) P: APPROVE THE EXPENDITURE OF \$1500 TO REPLACE A SQUARE OF CARPETING IN THE CHILDREN'S AREA.**

## **DIRECTOR'S REPORT:**

### **Services:**

**Statistics:** Library material circulation has been decreasing. Gail Sacco noted that this is also true at other libraries in the region. Ebooks have impacted book circulation, but this trend will turn again, as ebooks get more expensive.

Sacco also told the board that the staff will be vigilant in getting email addresses when signing people up for new cards. As we can get increase our ability to get information out to the public electronically, we can improve our numbers.

**Young Adult Programs:** During her combined program “coming of age” program with Ms. Kathleen Gaspary, Joyce Laiosa assisted children with some of their book review writing as well as helping them enter this work on a computer. The student book reviews will be “published” on the Pied Piper blog.

**Grants:** Gail Brown has been awarded a “Together” grant that is designed to promote reading togetherness between parents and children ages 9-11. The books will include such themes as courage, freedom and being American.

M(RR) S(RK) P: TO ACCEPT THE DECEMBER 2012 DIRECTOR'S REPORT.

**New Employee:** Gail Sacco introduced Lynn Kohler to the board members and gave a brief synopsis of her background and experience.

M(REBP S(SS) P: TO APPROVE THE APPOINTMENT OF LYNN KOHLER AS AN ADMINISTRATIVE ASSISTANT I.

**Friends of the Library:** Rebecca Pahl reported on the continuing efforts to recruit new members to the FOL, especially people willing to take on a leadership role. The FOL board may consider giving the FOL officers a 1-2 year term limit, so it is not quite as daunting for someone to volunteer to be an officer.

### **OLD BUSINESS:**

**New Library:** Gail Sacco discussed the contingency deadlines that need to be met to stay in compliance with the land purchase agreement.

Gail Sacco and Dick Ramsey will meet with Theresa Snyder to discuss the new library building. Gail Sacco will also meet with Mayor Conway and Supervisor Dolin at another time. Dick Ramsey will contact the Fredette family (neighbors) and a Trustee will speak to them to advise on the library building plans.

Gail Sacco showed the board a display which she received from J. Stewart Roberts, AIA. The Trustees felt there needed to be some interior pictures, as well as captioning. These boards will eventually be posted around town to allow people to view and comment on the plans.

Gail Sacco asked if the Trustees would like local construction manager to prepare an estimate on the cost of the new library building. The trustees felt that the estimate prepared by the architectural firm was sufficient at this time.

The Trustees decided to compose a letter to community residents regarding the status of the new library building. They directed Gail Sacco to contact Linda London about this and prepare a draft for them to revise and sign.

New Business:

FY2012-13 BUDGET: Gail Sacco told the board that next year's budget would include enhancing the electronic collection.

M(RP) S(SS) P: TO ADJOURN MEETING AT 9 P.M.

Respectfully Submitted,

Gail Alter Sacco, Clerk