

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
18 March 2013

Attending: Robert Parmenter, Vice-President/Treasurer, Bryan Richmond, Janna Shillinglaw, Stella Suib and Gail Sacco, Clerk .

Absent: Rob Kent, Rebecca Pahl

Others Attending: Gail Brown

Call to Order: 7:08

MINUTES: The minutes of the meeting held on February 11, 2013 were presented to the board.
M (JS) S(BR) P: TO APPROVE THE MEETING MINUTES OF FEBRUARY 11, 2013.

The minutes of the special meeting held on March 10, 2013 were presented to the board.
M(SS) S(JS) P: TO APPROVE THE SPECIAL MEETING MINUTES OF MARCH 10, 2013

WARRANTS:

M (BR) S (JS) P: APPROVE FOR PAYMENT WARRANT 7A (JANUARY 21-31, 2013) OF \$2,332.88 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

M (BR) S (JS) P: APPROVE FOR PAYMENT WARRANT 8 (FEBRUARY 1-28, 2013) OF \$27,911.07 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

M (BR) S (JS) P: APPROVE FOR PAYMENT WARRANT 9 (MARCH 1-18, 2013) OF \$24,331.87 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (BR) S(JS) P: TO ACCEPT THE JANUARY 31, 2013 TREASURERS REPORT OF \$50,527.53 IN THE CHECKING ACCOUNT, \$99.63 IN THE BUILDING ACCOUNT, \$724,046.28 IN THE MONEY MARKET ACCOUNT AND \$18,839.82 IN THE DONATIONS ACCOUNT.

DIRECTOR'S REPORT:

M(SS) S(JS) P: TO APPOINT ANN GAINER AS A TEMPORARY LIBRARIAN BEGINNING MARCH 18, 2013.

M(SS) S(JS) P: TO APPOINT LISA FESMIRE AS LIBRARY CLERK AT THE VOORHEESVILLE PUBLIC LIBRARY, WITH A PROBATIONARY PERIOD.

Suzanne Fisher is officially retired. Her last day was March 16.

- Gail Sacco has sent out canvass letters to 4 candidates for the Assistant Director position. They have until April 1st to respond.
- Gail will be speaking with Civil Service to see what her options are for Suzanne's replacement, and how long Ann Gainer can be on payroll as a temp.
- Gail and Joyce Laiosa will be speaking with the staff to get their views on how the library should proceed in the short term.

Stella Suib has agreed to be the Board of Trustees liaison to the Friends of the Library.

M(BR) S(JS) P: TO APPOINT STELLA SUIB AS THE BOARD OF TRUSTEE LIAISON TO THE FRIENDS OF THE LIBRARY.

Board members discussed the option of changing the day/time of the BOT regular monthly meetings. It was decided that the only time that would be mutually convenient for those present would be to start the meeting earlier. Gail Sacco offered to email all members to see if 5:30 or 6:00 would be most agreeable.

Using the projection equipment, Gail Sacco did a quick run through of the library webpage. She showed the trustees some of the highlights of the webpage and asked that they be sure to register for the Vmail, Overdues and Requested Titles and Next Reads notifications.

- Gail Sacco informed the trustees that the Friends of the Library have submitted their 501c3 paperwork. Once they are non-profit, they will need to have their own webpage.

M(JS) S(SS) P: TO ACCEPT THE MARCH 2013 DIRECTORS REPORT.

Budget 2013-2014

There are no big changes since the special meeting on March 10. Gail Sacco has kept the budget increase well below the tax cap limitation.

- The trustees discussed the budget numbers, but no decisions were reached.
- The format for the budget page was discussed and it was agreed to have additional information included in the flyer. Gail Sacco will work on a draft.

Bryan Richmond spoke to the board about going back to a 5 member board. The trustees discussed this, but no decision was made.

M(BR) S(JS) P: MOTION TO ADJOURN MEETING AT 8:35 PM

Respectfully Submitted,

Gail Alter Sacco, Clerk