

MINUTES  
VOORHEESVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
16 SEPTEMBER 2013

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

Absent: David Gibson, Rob Kent

Others Attending: Rebecca Lubin, Assistant Director, Irving Mosher, Michele Reilly, Librarian

Mr. Irving Mosher addressed the board regarding what appeared to be a mistake in the library tax calculations. Gail Sacco explained the formula used to arrive at the tax rate. She will contact the school district to get more information.

Rebecca Lubin, newly appointed Assistant Director, was introduced and addressed the board.

MINUTES: The minutes of the meeting held on July 15, 2013 were presented to the board.

M (BR) S(JS) P: TO APPROVE THE MEETING MINUTES OF JULY 15, 2013.

WARRANTS:

Warrants 1A, 2, and 3 were presented to the board.

M (SS) S (CE) P: APPROVE FOR PAYMENT WARRANTS 1A (JULY 16-31, 2013) for \$12,542.84, 2 (AUGUST 2013) for \$39,820.17 and 3 (SEPTEMBER 1-16, 2013) for \$12,115.77 FROM OPERATING FUNDS. SAID WARRANTS ARE FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (BR) S (SS) P: TO ACCEPT THE JULY 31, 2013 TREASURERS REPORT OF \$72,410.73 IN THE CHECKING ACCOUNT, \$1,099.63 IN THE BUILDING ACCOUNT, \$244,290.50 IN THE MONEY MARKET ACCOUNT AND \$18,904.82 IN THE DONATIONS ACCOUNT

M (BR) S (SS) P: TO ACCEPT THE AUGUST 31, 2013 TREASURERS REPORT OF \$121,356.57 IN THE CHECKING ACCOUNT, \$1,099.63 IN THE BUILDING ACCOUNT, \$164,307.74 IN THE MONEY MARKET ACCOUNT AND \$18,904.82 IN THE DONATIONS ACCOUNT.

BUDGET TRANSFERS:

Gail Sacco explained that the library is in the middle of our audit and the auditors recommended that the budget transfers be done on a monthly rather than annually. The board discussed the possibility of doing the transfers less frequently.

M (JS) S (BR) P: TO APPROVE THE BUDGET TRANSFERS FY 2012-2013.

M (CE) S (BR) P: RESOLVE TO INCREASE THE FY 2012-2013 BUDGET BY \$2,835. THIS MONEY WAS RECEIVED FROM THE UPPER HUDSON LIBRARY SYSTEM FOR SUMMER READING CLUB PROGRAMS.

**DIRECTOR'S REPORT:**

Statistics: Library material circulation has been decreasing. Gail Sacco noted that this is also true at other libraries in the region and nationally. EBooks have impacted print circulation. Nook ereaders circulate for four weeks, and, for circulation purposes should be counted as 4 books read rather than as 1 book.

Staff Changes: Joyce Laiosa will be retiring on November 30, 2013. A public reception will be held on December 8 in the afternoon. Clerks Phyllis Rosenblum and Harry Flint are also retiring on September, 21 and mid-October, respectively.

Gail Sacco and Rebecca Lubin discussed the impact that these staff changes have on the distribution of duties and possible temporary and long-term plans for staffing with the board.

Other Staff News: Joyce Laiosa and the librarian from Voorheesville High School were invited to a state conference on the common core. Joyce was the only public librarian in attendance.

Summer Reading Program: The number of children participating in the summer reading program increased from last year. The library worked with the school district to sign up children and that helped raise the participants. Some program highlights included a comic workshop, flow circus, American Girl tea party and a stop-action film making workshop that was funded through a grant.

Future Programs: Gadgets & Gizmos workshop directed towards seniors and a Mother/Daughter Book Discussion with a Skype visit from the author.

Other Information: The library is selling the cookbook from St. Matthew's Church, there are copies of the Thatcher Park proposal and Schenectady Army Depot plan available for the public, and Consumer Reports is now available for to Voorheesville Library card holders to use from their home computers at no additional charge.

M(SS) S(JS) P: TO APPROVE DIRECTOR'S REPORTS OF AUGUST, 2013 AND SEPTEMBER, 2013.

E-Readers: Michele Reilly presented information about the e-readers in the library including a proposal for allowing the devices to be borrowed by cardholders outside of Voorheesville as long as they are checked out and returned to Voorheesville. The board decided not to approve the change in borrowing policy at this time.

M(JS) S(BR) P: TO ADJOURN MEETING AT 8:15 P.M.

Respectfully Submitted,

Gail Alter Sacco, Clerk