

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
22 APRIL 2014

Attending: Clifford Erickson, David Gibson, Robert Parmenter, Treasurer, Janna Shillinglaw and Gail Sacco, Clerk .

Absent: Rob Kent, Bryan Richmond

Call to Order at 7:15 p.m.

MINUTES: The minutes of the meeting held on March 17, 2014 were presented to the board.
M (CE) S (DG) P: TO APPROVE THE MEETING MINUTES OF MARCH 17, 2014.

WARRANTS:

M (JS) S (CE) P: APPROVE FOR PAYMENT WARRANT 9A (MARCH 18-31, 2014) OF \$12,175.04 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

WARRANTS:

M (JS) S (CE) P: APPROVE FOR PAYMENT WARRANT 10 (APRIL 1-21, 2014) OF \$11,454.26 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (JS) S(CE) P: TO ACCEPT THE MARCH 31, 2014 TREASURERS REPORT OF \$32,375.23 IN THE CHECKING ACCOUNT, \$46,999.63 IN THE BUILDING ACCOUNT, \$703,532.03 IN THE MONEY MARKET ACCOUNT AND \$19,129.82 IN THE DONATIONS ACCOUNT.

Vandalism Update: Professional Fire Restoration has completed the clean up to the best of their abilities. The words are still visible on the sidewalk and rear of the building. Charlie Barnes (Ten Eyck) has examined the loose and missing grout at the rear of the building, the metal doors that need to be scraped and painted, and the still visible words. He will call Utica (our insurance company) to have them follow up.

Telephone System: Our phone system is over 25 years old and needs to be replaced. The board discussed possibly upgrading to wireless, but the block building prevents us from having a good signal. We have had 3 companies come in to do a walk through and give us an estimate. We will hold off on going any further until we know what the roof is going to cost. Bob Parmenter would like to have some customer review research done on the phone systems that we are currently considering.

Roof Replacement: We have contacted 2 construction management firms. They both felt we would need an architect to write up the specifications for the bid. We have received a proposal from Sano-Rubin and are waiting for the proposal from BBL. Gail Sacco has contacted an architect and he has given her a price to write up the specifications, billed with a maximum cap. We have until June 2015 to have the project concluded. Gail Sacco would like the gutters to be replaced as well and will look into a construction grant that would help pay for that.

100th Anniversay: Sherry Burgoon from the FOL has formed an anniversary committee and are looking to put together a historical display. She and Jim Corsaro have been in contact with the Historical Association to facilitate this project. Bob Parmenter agreed to also work on this committee. The Centennial will be in March 2015.

DIRECTOR'S REPORT:

Budget: The budget message brochure has been completed and is currently at the printers. We included one sheet, two-sided color pullout for the summer reading program. The regular May 19 BOT meeting is the annual budget meeting.

Book Sale: The friends of the library would like the trustees to have an active role in the book sale, such as sorting books or working at the sale.

Future of the Library: Gail Sacco feels we are not doing a good enough job putting ourselves out in the community. Several suggestions were brought up on ways the library could become more involved in the community, such as: having Friday night movies with refreshments, open the community room to self-employed small business owners to conduct business in, with a librarian on duty to give them advice. Debbie Sternklar has scheduled study hall for the end of the summer for students to use the community room.

Gail Sacco would like the library to become the recommendation place, for people to have their questions answered and all forms of recommendations given.

Gail Sacco is also looking at social media and how we recommend ourselves to others.

David Gibson would like to have the numbers for what items we borrow from other libraries to be included in the directors report each month.

Janna Shillinglaw feels the current cost of an overdue dvd should be reduced from \$1. Gail Sacco will review this with the librarians and update the board at the May meeting.

Janna also asked about carbon monoxide detectors. Gail Sacco was unsure, but will investigate this and update the trustees at the next meeting.

Gail Sacco asked the trustees to review the Annual Report for the May meeting.

Strategic Planning: Gail Sacco reported that she had come across The Harwood Institute and would like the trustees to look into this as an alternative to hiring a consultant to aid them in their strategic planning goals. The trustees discussed their alternatives and felt they would like to continue on their own, contact a few consultants and develop a more specific outline. Gail will mail out the consultant inquiries.

Gail Sacco mentioned the Rail Trail project and the museum the village is talking about. She feels the library should be involved with this. The trustees discussed what role they each feel the library should be having in the community.

M (RP) S(DG) P: TO ADJOURN MEETING AT 9:15 P.M.

Respectfully Submitted,

Gail Alter Sacco, Clerk