

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
7 JULY 2014

Attending: Clifford Erickson, Rob Kent, Bryan Richmond, Janna Shillinglaw, and Gail Sacco, Clerk

Absent: David Gibson

Others Attending: Rebecca Lubin, Lynn Kohler

MINUTES: The minutes of the meeting held on June 16, 2014 were presented to the board.

M (JS) S(CE) P: TO APPROVE THE MEETING MINUTES OF JUNE 16, 2014.

WARRANTS:

M (CE) S (JS) P: APPROVE FOR PAYMENT WARRANT 12A (JUNE 17-30, 2014) OF \$16,546.26 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

WARRANTS:

M (CE) S (JS) P: APPROVE FOR PAYMENT WARRANT 1 (JULY 1-7, 2014) OF \$8,096.96 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURERS REPORT:

Not Available due to early monthly meeting date

DIRECTOR'S REPORT:

With Judie Harren's retirement and John Love absence due to illness, web statistics are incomplete this month.

Roof Replacement:

Gail Sacco still has a few questions for CT Male on what is included and what some of the outstanding fees might be in their proposal. She will update board at September meeting. Bryan Richmond agreed to review the architectural contract.

Vandalism:

So far, the estimate for the vandalism has risen to \$20,000. The vandals have been sentenced and will need to pay some money in restitution to both the library and the insurance company. The sidewalk will need to be replaced, the back wall needs to sandblasted, which will damage it further (and will need further repairs) and the back entry way needs to be re-pointed and repainted.

Strategic Plan:

Janna Shillinglaw reported to the board that we had sent out requests for proposals to 3 facilitators. Only 1 proposal has been received, from Nancy Meyers Preston, although there was a polite refusal due to time constraints from Rebekkah Smith Aldrich. The board is looking for a positive direction, effective marketing and outreach methods, new/improved branding, identifying needs and wants of our district and building options for expansion. The board discussed Preston's references and proposal and decided that Janna, Rebecca Lubin and one other board member should speak with Nancy.

M (BR) S(CE) P: TO AUTHORIZE JANNA AND ONE OTHER BOARD MEMBER TO APPROVE THE EXPENDITURE OF UP TO \$9,000 FOR A STRATEGIC PLANNING FACILITATOR. EX OFFICIO

Construction Money:

Gail Sacco feels there is more construction grant money available and would like to apply for funds to better insulate the community room.

Budget Transfers:

Gail Sacco reported to the trustees on the 2013-14 fiscal year.

M(JS) S(BR) P: TO AUTHORIZE TRANSFERS AS DESCRIBED ON BUDGET TRANFERS FY 2013-14 REPORT.

Telephone System Replacement:

Lynn Kohler reported that of the 3 requests submitted for proposals, she received 3 replies from OGS approved contractors for replacement of the library telephone system. The board discussed the pros and cons of each proposal. Lynn reported that one of the systems was currently in place at the school district and that she would like to speak with some of their clerical staff to see if they had any problems with customer service or equipment failures.

M(CE) S(JS) P: TO APPROVE THE EXPENDITURE OF UP TO \$8,000 FOR A NEW TELEPHONE SYSTEM.

UHLS Clean up:

Rebecca Lubin reported to the board that, in preparation for the new integrated library system, UHLS has requested that member libraries try to clean up their individual member database.

Rebecca reported that she felt it would be appropriate to:

Purge any member records with no activity within the last 5 years w/DRA fees.

Contact all members who have fees over \$5.00, but no activity within 5 yrs, to try to recover those funds. Purge any member records with no activity within last 5 years and fees under \$5.00.

M(CE) S (JS) P: TO APPROVE CLEANUP OF THE LIBRARY MEMBER DATABASE.

M(JS) S(CE) P: TO ADJOURN MEETING AT 8:40 P.M.

Respectfully Submitted,

Gail Alter Sacco, Clerk