

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
15 SEPTEMBER 2014

Attending: Clifford Erickson, David Gibson, Bryan Richmond, Janna Shillinglaw, and Gail Sacco, Clerk .

Absent: Rob Kent

Others Attending: Randall DeFranco, CTMale

CTMale architect Randall DeFranco gave a brief outline of the roof replacement proposal CTMale has prepared for the library. They recommend restoring the existing roof instead of replacement, using rolled fiberglass and new rubber on top of the membrane. This would result in a lower cost with a 15 year, as opposed to a 20 year, warranty. The board discussed the options and decided to table this decision until next month. The work cannot be started this late in the year and will need to be done in the spring no matter the decision. Randy will look into if either warranty is transferable, should the building be sold.

MINUTES: The minutes of the meeting held on July 7, 2014 were presented to the board.

M (DG) S(CE) P: TO APPROVE THE MEETING MINUTES OF JULY 7, 2014.

WARRANTS:

M (CE) S (DG) P: APPROVE FOR PAYMENT WARRANT 2 (AUGUST 1-31, 2014) OF \$37,055.96 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

WARRANTS:

M (CE) S (DG) P: APPROVE FOR PAYMENT WARRANT 3 (SEPTEMBER 1-14, 2014) OF \$15,801.78 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (CE) S(DG) P: TO ACCEPT THE JULY 31, 2014 TREASURERS REPORT OF \$47,150.16 IN THE CHECKING ACCOUNT, \$46,999.63 IN THE BUILDING ACCOUNT, \$403,567.52 IN THE MONEY MARKET ACCOUNT AND \$19,364.82 IN THE DONATIONS ACCOUNT.

M (CE) S(DG) P: TO ACCEPT THE AUGUST 31, 2014 TREASURERS REPORT OF \$27,508.10 IN THE CHECKING ACCOUNT, \$46,999.63 IN THE BUILDING ACCOUNT, \$343,573.78 IN THE MONEY MARKET ACCOUNT AND \$19,389.82 IN THE DONATIONS ACCOUNT.

DIRECTOR'S REPORT:

Budget Transfers: Gail Sacco handed out and went over the budget transfers for FY 2013-2014. The trustees reviewed and discussed the spreadsheet.

Grants: The library was awarded a grant from Albany County for \$2,500 towards the purchase of a 3d printer. Gail Sacco reported that she would also like to develop a laptop lab, but would discuss this at another meeting.

Vandalism Update: Gail Sacco reported the library has received a check for \$6,600.00 from Utica Mutual. This includes payment of \$500 for the vandalized boiler room door. Gail reported the doors are old and in very poor condition, so rather than try to repair them, both doors will be replaced. The remainder of the check is to repair the back wall. The repairs have begun with the wall and back entry being sandblasted. The grout will be re-pointed and the entry will be repainted.

Utica Mutual has maintained that the sidewalk repair is not covered and they will not be paying anything more towards that. Gail Sacco reported that a construction grant application is available for funding to remove and replace the side and rear entrance sidewalks with wider, more gradual inclining sloped sidewalks, as well as having an automatic opener installed on side entrance, to allow for handicap access.

M(CE) S(JS) P: TO APPLY FOR NYS CONSTRUCTION GRANT TO DO HANDICAP ACCESS UPDATES TO SIDEWALKS AND SIDE ENTRY DOOR.

Internet Presence: Gail Sacco reported the library twitter following is growing. We will be starting a Pinterest page as well.

Personnel: Assistant Director Rebecca Lubin left in August . We are currently advertising for a new assistant director.

After discussion, the Trustees asked Gail Sacco to postpone the search for an Assistant Director until after the strategic plan is complete.

Jordan Glover , a Voorheesville resident, is our new part time clerk.

M(BR) S(DG) P: TO APPROVE THE APPOINTMENT OF JORDAN GLOVER AS A PART TIME CLERK.

Librarian I: Gail Sacco requested the creation of a full time Librarian I position, to replace the part time Librarian II position left by retiring Judie Harren.

M(JS) S(DG) P: TO CREATE A FULL TIME LIBRARIAN I POSTION.

Teen Programs: Gail Sacco shared the light photography program Debbie did with the local teens. Sacco encouraged the trustees to explore this more on the library website.

Strategic Planning: Janna Shillinglaw reported that she was impressed by Nancy Meyers Preston and would recommend the board hire her as a strategic planning consultant. There was some discussion concerning the contract Nancy Preston Meyers had prepared, and some questions raised about the actual fees being charged. Gail Sacco will contact Ms. Meyers for further details. The motion will be tabled until the next meeting.

M(JS) S(BR) P: TO ADJOURN AT 9:15

Respectfully Submitted,

Gail Alter Sacco, Clerk