

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
19 MARCH 2015

Attending: Janna Shillinglaw, President; Bryan Richmond, Vice-President/Treasurer; Clifford Erickson, David Gibson, Lance Moore and Gail Sacco, Clerk .

The meeting was called to order at 5:40 PM.

MINUTES: The minutes of the meeting held on 10 February 2015 were presented to the board.
M DG) S(JS) P: TO APPROVE THE MEETING MINUTES OF 10 FEBRUARY 2015.

The minutes of the special meeting held on 28 February 2015 were presented to the board.
M (DG) S(BR) P: TO APPROVE THE SPECIAL MEETING MINUTES OF 28 FEBRUARY 2015.

The minutes of the special meeting held on 2 MARCH 2015 were presented to the board.
M (DG) S(BR) P: TO APPROVE THE SPECIAL MEETING MINUTES OF 2 MARCH 2015.

WARRANTS:

M (JS) S (DG) P: APPROVE FOR PAYMENT REVISED WARRANT 8 (FEBRUARY 1-28, 2015) OF \$22,159.79 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Gail Sacco noted that the March warrant contains a check for \$2,340 for parking lot salting to Hognestad Brothers, the snow plow company. Salting this winter cost the library approximately \$3,200. This warrant also contains the last contracted payment to Nancy Meyers Preston, the strategic planning consultant. Other payments would be additional to the base cost.

M (JS) S (BR) P: APPROVE FOR PAYMENT WARRANT 9 (MARCH 1-19, 2015) OF \$18,561.05 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (JS) S(DG) P: TO ACCEPT THE FEBRUARY 2015 TREASURERS REPORT OF \$53,664.81 IN THE CHECKING ACCOUNT, \$35,236.96 IN THE EXPANSION ACCOUNT, \$923,074.68 IN THE MONEY MARKET ACCOUNT AND \$20,332.82 IN THE DONATIONS ACCOUNT.

RESOLUTION TO INCREASE THE BUDGET:

M (BR) S (CE) P: RESOLVE TO INCREASE THE BUDGET BY \$10,000 FOR A DONATION BY THE VOORHEESVILLE SCHOOL AND COMMUNITY FOUNDATION TOWARDS THE TECHNOLOGY LAB. OF THIS, \$9, 430 WILL BE PUT IN THE EQUIPMENT LINE (300200) TO PURCHASE LAPTOPS AND CABINETRY AND \$570 WILL GO INTO THE SOFTWARE LINE (300411).

FY2015-16 BUDGET: The Trustees reviewed the budget figures.

DIRECTOR'S REPORT:

NYS Annual Report: This report will be on the agenda for discussion at the April meeting.
M (CE) S (DG) P: TO AUTHORIZE SUBMITTING THE NYS ANNUAL REPORT TO THE UPPER HUDSON LIBRARY SYSTEM. AMENDMENTS TO THE REPORT WILL BE SENT IN AFTER A FURTHER REVIEW.

Whistle Blower Policy: The Trustees reviewed the Whistleblower Policy. This policy upholds the highest standards of ethical, moral and legal business conduct, and transparency through open communication.

M (JS) S (CE) P: TO ADOPT THE WHISTLEBLOWER POLICY.

M (JS) S (CE) P: TO APPOINT THE VICE-PRESIDENT AS THE COMPLIANCE OFFICER IN THE CASE THAT THE COMPLIANCE OFFICER IS UNAVAILABLE OR THE SUBJECT OF THE REPORT.

IPAD Policy: The Trustees reviewed the proposed Ipad policies for Adults, Teens, and Children. They amended the agreement by changing the statement, "I will recommend apps to staff to consider including on the Ipads." to "Please feel free to recommend apps for staff to consider including on Ipads." This will be placed on the bottom of the page rather than in the list.

M (BR) S (JS) P: TO APPROVE THE IPAD LENDING AGREEMENTS FOR ADULTS, TEENS, AND CHILDREN AS AMENDED.

Countywide Government Efficiency Plan: The real property tax cap law requires that a district must both comply with the property tax cap law and file a plan for three successive years of spending efficiencies equal to 1% of your 2014 property tax levy for your residents to receive a credit. future grant funds may be available to districts that comply with the 3 year plan. Albany County is offering to aggregate efficiencies for all the districts in the county.

M (CE) S (BR) P: TO JOIN ALBANY COUNTY'S GOVERNMENT EFFICENCY PLAN.

Roof Project: The initial meeting with Titan Roofing will be held on April 6, 2015.

Library Centennial: Gail Sacco showed the centennial banner to the Trustees. The community room also has a timeline of library history which includes world facts and pictures.

Janna Shillinglaw reported that there are been several meetings for the centennial. One was well attended and one was sparsely attended. They are planning an event in early November 2015.

MISCELLANEOUS: David Gibson suggested that Sarita Winchell is available for the library to use as a resource for financial matters.

M(BR) S(DG) P: TO ADJOURN AT 7:15 pm

Respectfully Submitted,

Gail Alter Sacco, Clerk