

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
20 JULY 2015

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

OATH OF OFFICE: James Reilly administered the oath of office to David Gibson (term ending June 30, 2020) and Lance Moore, (term ending June 30, 2019).

ELECTION OF OFFICERS:

M (DG) S (CE) P: TO ELECT THE FOLLOWING OFFICERS FOR THE YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016: JANNA SHILLINGLAW, PRESIDENT, AND BRYAN RICHMOND, VICE-PRESIDENT/TREASURER.

ORGANIZATIONAL MOTIONS:

Gail Sacco presented the organizational motions to the Trustees.

THE TRUSTEES APPROVED THE ORGANIZATION MOTIONS FOR THE YEAR BEGINNING JULY 1, 2015 AND ENDING ON JUNE 30, 2016. THEY ARE ATTACHED TO THE OFFICIAL MINUTES OF THIS MEETING.

MINUTES: The minutes of the meeting held on June 15, 2015 were presented to the board.

M (JS) S(CE) P: TO APPROVE THE MEETING MINUTES OF JUNE 15, 2015.

WARRANTS:

M (LM) S(DG) P: APPROVE FOR PAYMENT WARRANT 12A (JUNE 16-30) OF \$16,055.07 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

M (LM) S(DG) P: APPROVE FOR PAYMENT WARRANT 1 (JULY 1-20) OF \$36,330.11 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

M (LM) S(DG) P: TO ACCEPT THE JUNE 30, 2015 TREASURERS REPORT OF \$35,191.76 IN THE CHECKING ACCOUNT, \$16,099.81 IN THE EXPANSION ACCOUNT, \$552,219.65 IN THE MONEY MARKET ACCOUNT AND \$20,357.82 IN THE DONATIONS ACCOUNT.

FY2014-15 BUDGET TRANSFERS: Gail Sacco presented the budget transfers which were needed for the end of the year books.

M (CE) S (BR) P: TO TRANSFER FUNDS BETWEEN ACCOUNTING LINES AS PRESENTED IN THE DOCUMENT "BUDGET TRANSFERS: July 2014 through June 2015." SAID DOCUMENT IS FILED WITH THE OFFICIAL MINUTES OF THE MEETING.

DIRECTOR'S REPORT:

Personnel: Gail Sacco reported that there are two new employees at the library—a page and a librarian.

M (CE) S (LM) P: TO APPOINT MAX KENT AS LIBRARY PAGE.

M (CE) S (LM) P: TO APPOINT MONICA PARMENTER A SUBSTITUTE LIBRARIAN I.

Building: The roof is done and have received our certificate of occupancy from the Village of Voorheesville. The final report has not been received, so there is approximately \$3,000 that is unpaid until the final bill is received.

There was discussion regarding the lettering in the front of the building and the overhead lighting. The Trustees directed Gail Sacco to work with Lance Moore on these modifications.

Friends of the Library: The Friends of the Library are getting ready for the fall book sale (September 18-19-20). This year's sale will include a clothing swap on Saturday and a concert on Sunday. In addition, the PTA will be selling spirit wear and the quitters will be selling some of their quilts.

The book shed will be open at various times during the year as well.

Library Centennial: Janna Shillinglaw suggested that centennial t-shirts be available in the community.

Services: The trustees discussed the library's material circulation and concern was expressed about the nook circulation.

The Trustees asked about the policies and costs for the 3-D printer. They are in process.

The Trustees affirmed that copy prices will not increase this year. They believe that this is a valuable service to our community.

David Gibson volunteered to give a presentation on maker spaces for the board at the next meeting.

NEW BUSINESS:

The Trustees decided to make outreach a priority for their efforts on behalf of the library. Before the next meeting Cliff Erickson will reach out to the new middle school principal about the library and David Gibson will reach out to the new Superintendent. Lance Moore will reach out to elected officials at a future time.

The following liaisons were established for fiscal year 2014-2015:

Janna Shillinglaw:	Personnel
Clifford Erickson:	Friends of the Library
Lance Moore:	Facilities
Financial:	Bryan Richmond and David Gibson
	They will work on reviewing our financial reports and policies as an ad hoc committee.

M (JS) SCE) P: TO ADJOURN MEETING AT 8:55 P.M. The next meeting will be on SEPTEMBER 21, 2015.

Respectfully Submitted,

Gail Alter Sacco, Clerk