

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
19 October 2015

Attending: Janna Shillinglaw, president, David Gibson, Bryan Richmond, J. Lance Moore and Gail Sacco, Clerk .

Others Attending: Clifford Erickson by phone, Heather Mowat, Bonadio Group

Call to Order: 7:05 p.m.

Audit Report: Heather Mowat, of the Bonadio Group, distributed draft copies of the 2015 financial statements. Bonadio found no non-compliance or material deficiencies in the library's operation, e.g.the audit was unqualified. Mowat reviewed the document with the board and answered questions. She left the draft copies with the board, for future reference.

MINUTES: The minutes of the meeting held on September 21, 2015 were presented to the board and accepted as read.

TREASURER'S REPORT: The September 21, 2015 treasurer's report was presented to the board and accepted as read.

WARRANTS:

M (DG) S (LM) P: APPROVE FOR PAYMENT WARRANT 3A (SEPTEMBER 22-20) OF \$98,395.96 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

WARRANTS:

M (DG) S (LM) P: APPROVE FOR PAYMENT WARRANT 4 (OCTOBER 1-19) OF \$13,632.40 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

VPL has been awarded \$12,250 in a construction grant from NYS. This will be used for the rear sidewalk and automatic door.

DIRECTOR'S REPORT:

Programs and Services: Gail Sacco showed the Thank You! slideshow made by the middle school students in Debbie Sternklar's makerspace program for the Voorheesville Community and School Foundation.

VCSD: Thanks to Cliff Erickson, Gail made contact with Jenn Drautz, the new MS principal. Jenn was given a tour at the library and was very interested in the 3D printer and the teen/tween programs available.

The youth services librarians were asked to speak at the open houses at both the elementary and middle school as well as setting up a table with the other community organizations, to welcome incoming students and families.

Assembly member Pat Fahy is scheduled to do a coffee hour at the library in November 21st.

NY Times bestselling author Forrest Pritchard is doing an author visit in November. Gail Sacco identified it as a major program and encouraged the board members to attend and represent the library.

The seed drying kick-off program is scheduled for November 1, 2015.

Gail Sacco went over a chart (included with these minutes) taken from a Bethlehem Public Library report, which shows the percent of change in library circulation for late summer 2014/15, including overdrive. The chart shows Voorheesville as the only library with an increase for July/August.

Gail Sacco has added a new line to the director's report, which shows the number of patron visits each month.

A Plexiglas cube and sponge material cushion have been ordered to help quiet the 3d printer noise.

Personnel:

M(DG) S(LM) P: TO APPOINT ABIGAIL REILLY AS A LIBRARY PAGE AT THE VOORHEESVILLE PUBLIC LIBRARY.

M(DG) S(LM) P: TO APPOINT OLIVIA ROWLAND AS A LIBRARY PAGE AT THE VOORHEESVILLE PUBLIC LIBRARY.

The new clerk that was hired last week will not be joining us due to her schedule not allowing weekend rotations.

Gail Sacco has enrolled Michele Reilly and Gail Brown in the management and leadership program through NYLA. They will both be attending a conference in Lake Placid this week.

Operations: There was a break-in at the shed behind the library. A push mower, string trimmer and various tools were stolen. Gail Sacco shared that several employees have asked that lighting be increased around the library. The trustees discussed installing motion detectors and more lighting. The value of the items stolen will probably total less than the \$1,000 insurance deductible. For this reason Sacco does not expect to file a claim.

NEW BUSINESS:

The draft 3D printer policy will be sent out with the next month's reminder email.

Bryan Richmond will examine purchasing policies at other libraries in order to make a recommendation for VPL.

Gail Sacco is working with a committee to develop a StoryCorps program on October 22nd. She has several attendees lined up who have volunteered their time and expertise.

Gail Sacco has been appointed as the co-editor of International Leads, the newsletter for the International Round Table of the American Library Association. The appointment is for two years with a total of 8 newsletters. Sacco will be the lead editor for 4 of them. IRRT's mission is as follows:

To promote interest in library issues and librarianship worldwide; to help coordinate international activities within the American Library Association, serving as a liaison between the International Relations Committee and those members of the Association interested in international relations; to develop programs and activities which further the international objectives of ALA; and to provide hospitality and information to visitors from abroad.

David Gibson shared an idea for a tool makerspace. This was discussed by the board. They agreed, by consensus, that Gibson should explore this idea for the library.

Bryan Richmond has accepted an executive position with New York State. As such, he applied to JCOPE for an opinion. They have issued an advisory opinion that he is entitled to continue his current term and officer service.

David Gibson has met with Brian Hunt, the new superintendent, who seemed to be very tech savvy.

M(JS) S(BR) P: TO ADJOURN MEETING AT 9:10 P.M.

Respectfully Submitted,

Gail Alter Sacco, Clerk