

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
28 MARCH 2016

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

Others Attending: Tracey Pause, Assistant Director

Call to Order: 7:00 p.m.

MINUTES: The minutes of the meeting held on February 22, 2016 were presented to the board.
M (DG) S (BR) P: TO APPROVE THE MEETING MINUTES OF FEBRUARY 22, 2016.

WARRANTS:

M (DG) S (BR) P: APPROVE FOR PAYMENT WARRANT 8A (FEBRUARY 22-29) OF \$11,005.93 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

WARRANTS:

M (DG) S (BR) P: APPROVE FOR PAYMENT WARRANT 9 (MARCH 1-28) OF \$23,569.73 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

TREASURER'S REPORT:

The treasurer's report was presented to the board and accepted without exception.

DIRECTOR'S REPORT:

Kudos to Lesa Clark for her beautiful posters advertising the seed program. The program is going very well, with the last meeting drawing 15 attendees.

The FOL has named their used book shed ENCORE! Patty Miller is working to enlarge the volunteer pool. The FOL wants to have regular "open" hours for ENCORE! with volunteers working 2 hour shifts. Patty has also signed people up to work at the library, sorting books, on a regular basis. The FOL will be collecting books on Village Green Day on April 16.

Circulation is up. J/YA circulation is up due to the March reading madness initiative at the school. The School district librarian borrowed a large number of books and students were encouraged to use the library as a resource.

Tracey Pause explained how “linking” works in Sierra. The trustees were concerned with privacy issues, but it was explained that, without a library card, you cannot see what someone else has checked out.

Gail Sacco shared the Frank L. Smith dog tag story, which was picked up by AP and shared in several newspapers.

The Hilton barn move is scheduled for Tuesday, March 29. Gail Sacco has plans to ask for any pictures that people may take of the move.

Gail shared with the trustees highlights from the morning staff meeting, including staff reaction to new library hours and pay increases for the coming year.

Canvass letters have gone out for both librarian I and Computer Technician to fill the vacancy left by Amy Peker’s resignation. There are many positive replies, and Gail and Tracey will evaluate the resumes.

We are in the process of getting 3 quotes to install automatic doors on the side entrance. This is part of the grant renovation work that was postponed last fall.

The trustees discussed the draft purchasing policy included with their packet.

M (DG) S(LM) P: TO APPROVE THE PURCHASING POLICY AS WRITTEN. SAID POLICY IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

The trustees discussed the draft Investment Policy included with their packet.

M(BR) S(CE) P: TO APPROVE THE INVESTMENT POLICY AS WRITTEN. SAID POLICY IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

The trustees discussed the 2016-2017 budget but came to no conclusions.

M (BR) S (LM) P: TO ADJOURN MEETING AT 8:40 P.M.

Respectfully Submitted,

Gail Alter- Sacco