

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
22 January 2018

Attending: Janna Shillinglaw, President; Bryan Richmond, Vice-president/treasurer; Clifford Erickson, David Gibson, J. Lance Moore, Tracey Pause, Gail Sacco, clerk

Others Attending: Sherry Burgoon, Patty Burgoon, Dennis Ulion, Molly

Call to order 7:00 pm

Friends President Sherry Burgoon gave a presentation to the trustees on expanding Encore! Books, including the purchase of a new shed, moving the older book shed and needed excavation and landscaping. The Friends asked the Board for approval of this project and financial assistance to complete the move as planned. The trustees will discuss this proposal later in the meeting and Janna will contact Sherry with the decision.

The minutes of the meeting held on December 4, 2017 were presented to the board and accepted without exception.

ADMINISTRATIVE REPORTS:

DIRECTOR'S REPORT:

Gail Sacco shared that she has purchased new desk chairs for the librarians. The Friends have purchased new chairs for the public computer carrels.

The 3D printer company in Altamont, which the trustees preferred, seems to have gone out of business. We will be looking at the vendor who supplied Albany Public with their 3D printer. Gail will keep the trustees updated.

Gail brought a box of Narcan spray to the meeting for the trustees information. Narcan is used for heroin (opioid) overdose. Sacco explained that even if this nasal spray was used on someone who had not overdosed (such as a diabetic) it would not be harmful to that person.

David Gibson asked about the energy audit from Northeast Building Performance Advisors. As detailed in the Directors Report Jack Towne from NEBPA has said he could not find anything that could be done to improve the energy loss at the Library. David asked if Jack had looked at/considered the ceiling. Lance Moore said there were many areas in the ceiling where insulation had been moved aside to do work and not been put back in place. David Gibson and Lance Moore volunteered to work on insulating the ceiling. David Gibson also suggested buying a few LED lights of varying temperature to see which one would work best in the library.

Gail shared the new Library Welcome Brochure with the trustees. She told them they would be receiving one in the mail sometime this week, as a complete mailing was done last week.

Janna shared that Lance Moore has put together some information on personnel. She thanked him for his time and explained that she was creating a sub-committee to go over this information.

TREASURERS REPORT

M (JS) S (BR) P: TO ACCEPT THE NOVEMBER 30, 2017 TREASURER'S REPORT OF \$9,900.84 IN THE CHECKING ACCOUNT, \$250,492.54 IN THE BUILDING ACCOUNT, \$1,174,724.17 IN THE MONEY MARKET ACCOUNT AND \$19,563.70 IN THE DONATIONS ACCOUNT.

M (JS) S (BR) P: TO ACCEPT THE DECEMBER 31, 2017 TREASURER'S REPORT OF \$97,026.46 IN THE CHECKING ACCOUNT, \$250,492.54 IN THE BUILDING ACCOUNT, \$995,364.99 IN THE MONEY MARKET ACCOUNT AND \$19,692.84 IN THE DONATIONS ACCOUNT.

WARRANTS:

M (JLM) S (DG) P: APPROVE FOR PAYMENT WARRANT 6A (DECEMBER 4-31) OF \$33,432.58 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

M (JLM) S (DG) P: APPROVE FOR PAYMENT WARRANT 7 (JANUARY 1-22) OF \$20,069.00 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING

M (BR) S (JS) P: TO APPROVE PAYMENT FOR THE FOLLOWING PROGRAMS:

MAGIC OF THE SLOW COOKER, \$75; OLIVE OIL FROM AROUND THE WORLD, \$85; WILDLIFE AND PET FRIENDLY GARDEN SOLUTIONS, \$150; TWEEN CREATIVITY LAB, \$200; QUILTING, \$120; FAMILY YOGA, \$30; YOGA FOR TEENS, \$85; FISHING FOR HEALTH, \$75; YOGA FOR TEENS, \$85; FAMILY YOGA, \$30; TRIP AROUND THE WORLD; A QUILTING WEEKEND, \$375; TOM KNIGHT PUPPETS, \$375.

Gail Sacco shared that she had been interviewed for a "pornography in libraries" article, which came out in the last Altamont Enterprise. Gail also shared that she had received several complaints concerning the Woody Allen movie series the Library was hosting. She told the trustees that she had pulled the advertising for the remaining movie, but felt that it was up to individuals if they wanted to attend. The trustees agreed that the Library needs to be a diverse, safe area and we should not be "banning" collection items based on the actors, directors or writers, etc.

OLD BUSINESS:

The trustees discussed the Friends' request for approval and financial assistance with the new Encore! Book shed purchase and placement.

M (JS) S (BR) P: THE LIBRARY BOARD APPROVES THE ENCORE! BOOK PROJECT AS PRESENTED. THE LIBRARY WILL FUND UP TO \$7,000 FOR THE PROJECT.

David Gibson needs more time and further study on the data usage cost versus other libraries. David suggested forming a committee. Bryan Richmond volunteered to be part of that committee.

NEW BUSINESS:

The Board discussed the Strategic Plan, but no decisions were made.

M (DG) S (JS) P: TO EXECUTIVE SESSION FOR PERSONNEL AND CONTRACTUAL ISSUES.
The Board of Trustees went into Executive Session at 9:04.

M (JS) S (JLM) P: TO COME OUT OF EXECUTIVE SESSION.
The Board of Trustees came out of Executive Session at 9:12.

M (JLM) S (DG) P: TO ADJOURN THE MEETING AT 9:15 PM.

Respectfully Submitted,

Gail Alter Sacco, Clerk