

MINUTES
VOORHEESVILLE PUBLIC LIBRARY
VIRTUAL BOARD OF TRUSTEES MEETING
22 February 2021

Attending: Bryan Richmond, President; Alan Kowlowitz, Sarah Brunt, Janna Shillinglaw, Belinda Heckler, VP; and Sarah Clark, clerk

Others Attending: Tracey Pause, Assistant Director, Natalie Hurteau, UHLS

Excused:

Call to order 7:03 pm

No public comments

Review of Minutes: 25 January, 2021 minutes adopted as presented.

Fine Free Presentation: Sarah C. introduced Natalie Hurteau, from UHLS. Natalie provided information about other UHLS libraries that have already gone fine free, and answered questions from trustees. The trustees had many questions, which Natalie, Sarah C. and Tracey answered. Natalie reminded the trustees that each library has their own policies, so our policy can be tailored to suit our community. The trustees decided to plan, from a budgetary perspective, to be fine free for the upcoming budget. This will allow us to do a trial period, should we choose to implement one. The trustees chose not to vote on this proposal as yet. Sarah will add this fine free proposal to the March agenda.

DIRECTORS REPORT:

Sarah C. reported that the curbside check-outs continue to grow a little bit. In-person appointments have remained steady because we have restricted the number of appointments.

Sarah C. reported that she and staff have been working on the annual report. She has submitted it to UHLS for initial review. She was pleasantly surprised with the statistics, considering we have been in a pandemic for the last year. She will share the report with the trustees at the March meeting, for their approval.

Personnel: Nothing to report

M(SB) S(BH) P: TO ACCEPT THE DIRECTORS REPORT AS PRESENTED

The trustees asked that the warrants include more of an explanation of what each payment is for. Sarah C. will ask Stacy to include this. Also, they asked that the Treasurer's report be done in landscape format, in the future.

TREASURER'S REPORT:

M (SB) S (JS) P: TO ACCEPT THE 22 FEBRUARY 2021 TREASURER'S REPORT OF \$32,088.64 IN THE OPERATING ACCOUNT, \$258,505.58 IN THE CAPITAL ACCOUNT, \$1,240,484.93 IN THE MONEY MARKET ACCOUNT, \$21,196.49 IN THE DONATIONS ACCOUNT.

WARRANTS:

M (SB) S (JS) P: APPROVE FOR PAYMENT WARRANTS 7A AND 8 (COMBINED JANUARY 21-FEBRUARY 17, 2021) OF \$27,904.95 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

YEAR END FINANCIAL REPORT

M(BR) S(SB) P: TO ACCEPT THE YEAR END FINANCIAL REPORT AS PRESENTED FROM THE BONADIO GROUP.

FOL: Tracey reported the next meeting of the Friends will be March 1. They have moved their annual meeting to June. They discussed having a ceremony to install the commemorative plaque in the FOL garden, possibly April. They are also working with an artist to do a statue for the garden as well. Tracey will keep the trustees updated.

The book sheds are still on covid pause. The book cart has been doing very well.

They are still looking for trustees.

Anti Rascism Task Force:

Tracey reported that the programming part of that committee is working towards the book discussion on "Driving While Black". Working on additional programming in the system, similar to the learning circles we did for staff training. Just sent out a survey, so looking forward to getting those results back.

COMMITTEE REPORTS:

Finance: Will be meeting this week.

Personnel: Did not meet

Facilities: Sarah C. updated the trustees on the Architect meeting. Paul Mays met with the facilities committee last week to discuss what services his firm can offer for the entryway and the reading niche projects. We would be using grant money for both of these projects. The DLD grant would be used for the entryway. The Pat Fahy grant would be for the reading window niche. His proposal is to provide the planning for both projects at once. Sarah C. explained that it would be in the best interests of the Library to plan these together, even if they can not be done together. The trustees discussed this in great detail.

M(JS) S(BH) P: AGREE TO PAY PAUL MAYS, TO OBTAIN HIS SERVICES AS PRESENTED IN THE CONTRACT HE PROVIDED, A COPY OF WHICH IS ATTACHED TO THESE MINUTES.

Policy: Did not meet

Strategic Planning: Did not meet

Covid-19 Update: Sarah C. reported that the covid numbers are getting better in our area. Starting March 1st, the recommendation is to further reduce the quarantine time on books by 24 hours, from 72 to 48 hours.

Our plan is to examine our in-person schedule again, and possibly go back to allowing more patrons in the building at the same time. For various reasons, neither Bethlehem or Guilderland is currently open for

in-person. Sarah C. would like to have one or both of those open before we start to expand our services again.

The Pandemic Action Plan needs the Boards approval before it is submitted to the State. It does allow for edits after submittal, but it has a due date of April 1.

M(BR) S(AK) P: TO APPROVE THE PANDEMIC ACTION PLAN AS SUBMITTED.

Sarah C. will be attending the Library Advocacy Day, Friday, February 26, virtually this year. She extended the invitation to the trustees as well. She will be meeting with Reps Michele Hinchey and Pat Fahy.

NEW BUSINESS

Sarah B. asked the trustees about an external issue, requesting their advice concerning her NYS employment in conjunction with volunteering as a library trustee. The trustees discussed, and resolved, this issue.

No public comments.

No executive session.

Next meeting will be the budget meeting, Saturday, March 6 at 10am.

M(BR) S(JS) P: TO ADJOURN AT 9:00 pm

Respectfully Submitted,

Sarah Clark, Clerk