

**MINUTES  
VOORHEESVILLE PUBLIC LIBRARY  
VIRTUAL  
BOARD OF TRUSTEES MEETING  
25 April 2022**

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

Attending Virtually: Marielle McKasty-Stagg

Others Attending: Tracey Pause, Assistant Director, Linda Conway

Call to order 7:00m

No public comments

**Review of Minutes: MOTION (JS) SECOND (AK) PASSED: TO ACCEPT THE 21 MARCH 2022 MINUTES WITH AN ADDED TO NOTE IN THE POLICY COMMITTEE REPORT TO SHOW THE QUESTION OF LARGE PRINT/COPY/SCAN JOBS HAD BEEN RESOLVED AS A PROCEDURE.**

**DIRECTORS REPORT:**

Sarah C. reported that we had the most physical patronage in the first quarter of 2022 than we have had for the past year. All of our circ numbers are up, including Kanopy and econtent.

Sarah C. reported that the NYS Library Aid line, as well as the construction aid grant program, have been restored to previous levels. Sarah C. has been told there will be more money available for the 2022 DLD grant, which will put us at our full 50% match eligibility.

Sarah C. reported that Google is changing their free service platform. They will be charging for each employee unless we can prove to them that we are an educational entity. This has been a problem since we are not attached to a school district or university. Belinda suggested that we involve Senator Tonko, and she offered to assist Sarah C. with this in the near future.

**Personnel Report:** Sarah C. had nothing to report.

**TREASURER'S REPORT:**

**MOTION (AK) SECOND (JS) PASSED: TO ACCEPT THE MARCH 2022 TREASURER'S REPORT OF \$59,198.37 IN THE OPERATING ACCOUNT, \$243,644.06 IN THE CAPITAL ACCOUNT, \$1,164,106.85 IN THE MONEY MARKET ACCOUNT, \$21,372.63 IN THE DONATIONS ACCOUNT.**

**WARRANTS:**

**MOTION (SB) SECOND (AK) PASSED: APPROVE FOR PAYMENT WARRANT 9A AND 10 (COMBINED MARCH 18 - APRIL 15, 2022) OF \$27,413.22 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.**

**STRATEGIC PLAN:** Sarah C. reported that we need more access to electrical power. When the library was built 30+ years ago, no one knew we would need more outlets to charge devices. It is becoming an issue, and impedes the way we can move shelves and furniture so as not to block what few outlets we have. Improving and/or adding power accessibility will be one of the issues included in next year's DLD grant application.

Sarah C. reported that she has designed, in answer to improving our communication and marketing, a short exit survey for patrons to quickly fill out after attending a program. The trustees discussed this, as well as other ways to supply a survey to patrons.

Sarah C. reported that she had applied for a fitness grant, to supplement the library of things. She partnered with Mohawk Hudson to ask for money for snowshoes, trekking poles, pre-packed backpacks & yoga equipment.

**FOL:** Tracey reported that the friends will be opening Encore books on Tuesday, May 3. The sheds will be open Tuesdays and Thursdays, and will be accepting donations at that time.

The next FOL meeting will be held Monday, May 2, and it will be virtual. The Annual meeting will be held on June 6, in person.

**RACIAL EQUITY COMMITTEE:** Did not meet this month.

### **COMMITTEE REPORTS:**

**Finance:** Did not meet.

**Personnel:** Did not meet

**Facilities:** Sarah C. reported that the study room is coming in under budget. She is looking at a climate controlled area in the mezzanine for archival records. The supplies for this may not be available within the grant timeframe, so she also is looking at other ways to fulfill our grant obligations.

Janna asked about the need to meet with Paul Mays concerning upcoming projects. Sarah C. agreed that they will need to meet with Paul to talk about the next steps needed. Sarah C. feels it is in our best interests to have a wider view of our vision, since the grant cycle will probably start again in July/August, so we should probably have something on the calendar now with the architects.

**Policy:** Did not meet.

### **Old Business**

**Budget:** Sarah C. reported that 2 candidates dropped off their packets to be included as 2023 candidates for the trustee opening. The vote will be held from 2-9 p.m., Tuesday, May 17.

Sarah C. handed out the draft of the Community Message for fiscal year 2022-23 budget overview. The trustees were asked to look this over and let Sarah C. know about any minor changes needed by Tuesday, April 26. She expects to mail these out by the week of May 2.

Tracey reported that she had looked into the racial equity training for the trustees. She explained that the trainers are only doing individual libraries, and do not want to do it combined, even for smaller libraries. She explained that the programs are designed for individual communities, and it would not be as effective as a generic training. The trustees discussed their options, and are looking at Sept/Oct for the timeline. They will also need to decide if they want the training to be virtual or in person.

### **New Business**

Sarah C. reported that she had researched the rules governing trustee meetings and if/how video conferencing can be used. She also reported that public streaming seemed to be acceptable. The trustees discussed their options and will look into ways to further include the public.

Public Comments: Linda Conway introduced herself and explained why she was interested in volunteering as a trustee.

No executive session.

Next Regular meeting will be held Monday, May 16 at 7 p.m.

**MOTION(JS) SECOND (AK) PASS: TO ADJOURN AT 8:00 P.M.**

Respectfully Submitted,

Sarah Clark, Clerk