

**MINUTES
VOORHEESVILLE PUBLIC LIBRARY
VIRTUAL
BOARD OF TRUSTEES MEETING
27 JUNE 2022**

Attending: Belinda Heckler, President; Sarah Brunt, Janna Shillinglaw, Marielle McKasty-Stagg, and Sarah Clark, clerk

Excused: Alan Kowlowitz,VP

Others Attending: Sherry Burgoon, Linda Conway

Call to order 7:00pm

No public comments

Review of Minutes: MOTION (MMS) SECOND (JS) PASSED: TO ACCEPT THE 16 MAY 2022 MINUTES AS PRESENTED.

DIRECTORS REPORT:

Sarah C. reported that for the first time since before COVID, the library has had more than 3,000 visitors during the month of June.

Sarah C. reported that the planned September meeting of the board falls on Rosh Hashanah - the board will consider the schedule at the July meeting.

Sarah C. reported that Family Bicycling Day was a big success. The Committee presented the Library with a new bicycle rack, which was placed at the side entrance. She also reported that the white adult bike was stolen while checked out from the library. She is working with the Sheriff's Dept. to try to recover it. The Board discussed options to tighten lending policies, including shortening the loan period and adding GPS tracking. Sarah will update the board.

The Northeast Wellness and Fitness Initiative Grant awards were announced. The Library received full funding for additional items for the Library of Things, plus a series of wellness programs.

The Library submitted a letter of support to the Village for their Tork's Hill amphitheater project.

Sarah C. inquired about the Board's thought on hiring a designer to create a new logo for the library, which may serve as an action step within the strategic plan. Various options were discussed.

Personnel Report: Sarah C. reported that she and Tracey completed evaluations for all staff. Some meetings still need to take place.

TREASURER'S REPORT:

MOTION (MMS) SECOND (JS) PASSED: TO ACCEPT THE MAY 2022 TREASURER'S REPORT OF \$88,410.28 IN THE OPERATING ACCOUNT, \$237,466.45 IN THE CAPITAL ACCOUNT, \$964,391.41 IN THE MONEY MARKET ACCOUNT, \$21,378.34 IN THE DONATIONS ACCOUNT.

WARRANTS:

MOTION (SB) SECOND (JS) PASSED: APPROVE FOR PAYMENT WARRANT 11A AND 12 (COMBINED MAY 13 - JUNE 9, 2022) OF \$19,740.40 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

STRATEGIC PLAN: Facilities: Sarah C. reported 8 outlets had been installed in the new study room. The 2019 grant is wrapping up. Communication: To work toward the communication and marketing goals, staff have had training on PR and marketing. Programming: Adult programming is shaping up for the fall with more concerts (with matching funds from the Albany Musicians' Union), author talks, in addition to regular series. Sarah C. discussed The Great Give Back, a statewide initiative to encourage library programming with a charitable component. She and Tracey have decided to work with Sleep in Heavenly Peace, a charity that makes beds for children. Kathy Cavanaugh who volunteers with the Friends will help them plan.

FOL: Sherry reported that they have a fantastic group of volunteers at Encore this year. They have already taken in more than \$1,000. She reported about how important the canopies have been, and how the wind has made setting up difficult since the canopies cannot be left overnight. The annual membership drive is coming up. Sherry shared that their reserve fund was established to cover a full year of expenses should there ever be another time when they can't do their full fundraising. Their Fall Book Sale is scheduled for the weekend of September 16 and they hope to have their Winter Boutique again this year. She will be talking briefly at the Summer Reading kick-off on Wednesday.

RACIAL EQUITY COMMITTEE: Sarah C. reported that there wasn't much to report. The UHLS Director's Advisory Committee will be voting on Friday on whether to approve a Change of Charge and Composition for the group to become a more general equity committee. Sarah C. reported that the Alice Green event was well attended and very worthwhile.

Finance: Did not meet.

Personnel: Did not meet.

Facilities: The board toured the new study room. Belinda and Janna shared information about the upcoming window/reading niche project.

Policy: Did not meet.

Old Business

The Open Meetings Law Resolutions Draft was discussed.

MOTION (JS) SECOND (SB) PASS:

WHEREAS, in accordance with the recently amended Public Officers Law (L.2022, Ch. 56, part WW), the Board of Trustees of the Voorheesville Public Library held a public meeting on June 27, 2022 and discussed whether to allow for expanded use of video conferencing to conduct meetings of the Board of Trustees [and its committees] and

WHEREAS, the Board of Trustees believes that expanding the use of videoconferencing to facilitate the attendance at meetings by Trustees and committee members who cannot otherwise be present is desirable, now, therefore, be it

RESOLVED, that, pursuant to the New York State Open Meetings Law, the Board of Trustees authorizes the conduct of its meetings [and its committees] by videoconferencing in accordance with the following requirements governing member and public attendance, consistent with such law:

- Trustees are expected to be physically present at meetings at a location or locations open to the public provided, however, that a Trustee who is unable to be physically present at a meeting due to Extraordinary Circumstances may participate by videoconferencing from a location that is not open to the public in accordance with these procedures.
- Videoconferencing technology must allow the public to hear and view the open meeting and, where public participation is authorized, to participate.
- Public notice of meetings must be provided on the Voorheesville Public Library website and shall include, in addition to any other notice requirements for its meetings, a statement that videoconferencing may be used in the event of extraordinary circumstances. Directions on how the meeting may be viewed and, where permitted, how the public may participate; where required documents and records will be made available; and the physical location(s) for the meeting where the public can attend will be made available.
- “Extraordinary Circumstances” includes the following: disability, illness, caregiving responsibilities, and significant or unexpected factors or events which preclude the Trustee’s physical presence at the meeting. A Trustee with extraordinary circumstances who wishes to attend a meeting by videoconference must notify the President and Director as soon as practicable.
- A Trustee participating by videoconference may participate in the meeting and vote, however, only Trustees who are physically present at locations open to the public shall be counted toward meeting quorum requirements. Meeting minutes shall record Trustees who are present for quorum purposes, present by videoconference, and absent.
- A meeting using videoconferencing must be recorded and then posted on the Voorheesville Public Library website within five days of the meeting. The recorded meeting must remain so available for at least five years.

· This policy will remain in effect during the effective period of the provisions L.2022, Ch. 56, part WW, §4 and as that law may be extended.
and be it further,

RESOLVED, that the Director take such necessary steps to implement this resolution and that they conspicuously post this resolution on the Library's website.

New Business

Belinda thanked Janna for her years of service to the Board of Trustees.

No public comments.

No executive session.

Next Regular meeting will be held Monday, July 25 at 7 p.m.

MOTION(JS) SECOND (MMS) PASS: TO ADJOURN AT 7:55 P.M.

Respectfully Submitted,

Sarah Clark, Clerk