

**MINUTES  
VOORHEESVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
27 JANUARY 2025**

Attending: President Sarah Brunt, Georgia Gray, Linda Conway, and Sarah Clark, clerk

Remote Access:

Excused: VP Marielle McKasty-Stagg, Laura Lamberton

Others Attending: Tracey Pause, Lynn Kohler

Call to Order: 7:10 p.m.

Public Comments: None

**MOTION (LC) SECOND (GG) PASSED UNANIMOUS: TO ACCEPT THE DECEMBER 9, 2024, REGULAR BOARD MEETING MINUTES AS PRESENTED.**

**DIRECTORS REPORT**

Sarah C. reported that we will be hosting "Messages from Survivors", a traveling exhibit on the Holocaust. It includes several panels describing survivors of the holocaust, with internet links for more in-depth information. These will be placed throughout the library and community room and will be on display from 2/10 - 3/14/25, at which time they will be moved to the school where Debbie Sternklar and school librarian Chris Menetti have planned programs that will incorporate the panels.

Sarah C. met with our new Assembly person, Gabriella Romero. Ms. Romero has expressed her love of libraries and seems interested in supporting them. She asked about having "office hours" at the library, which will be a great service to our community. The first scheduled appt. Is a talk & tour on February 18. Sarah C. will be booking regular "office hours" for her and her staff.

UHLS is currently looking to replace director Tim Burke. They are keeping applicant names private.

The new room reservation calendar is now open to the public, who are able to request room use up to 2 months in advance.

Librarian Debbie Sternklar has developed a new teen program, based on need and requests. The Teen Study Hall is open after school on Mondays, with no reservations needed.

Sarah C. would like to create areas in the collection area for adults to be able to sit and read quietly. This would require making the areas "tutor free". This was discussed and will be implemented after construction is completed. While discussing this, Linda C. asked about scheduling the adult book discussions on different days. Tracey responded and will explore future possibilities.

Sarah C. shared that librarians are answering questions from patrons on where they can get their taxes done for free. We will pass patron contact information on to several different groups. We do not make the appointments ourselves.

Sarah C. reported that programming is planned for the February break and a separate flyer has been printed and posted online.

**PERSONNEL REPORT**

Tracey is currently interviewing for a new page.

**TREASURERS REPORT**

**MOTION (GG) SECOND (LC) PASSED UNANIMOUS: TO ACCEPT THE NOVEMBER 30, 2024, TREASURERS REPORT OF \$74,455.68 IN THE OPERATING ACCOUNT, \$1,964,415.68 IN THE MONEY MARKET ACCOUNT, \$50,174.00 IN THE CAPITAL ACCOUNT, \$22,671.35, IN THE DONATION ACCOUNT, \$1,977.25 IN THE DEBIT CARD ACCOUNT.**

#### **WARRANTS**

**MOTION (GG) SECOND (LC) PASSED UNANIMOUS: TO APPROVE FOR PAYMENT WARRANT 6A, AND 7 (DECEMBER 6, 2024 – JANUARY 16, 2025). THE WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.**

#### **STRATEGIC PLAN**

Sarah C. reported that our maintenance person is currently out on sick leave. Sarah C. has hired a part-time independent contractor, Claudia LeClair to fill in 6 hours a week.

#### **FOL**

Tracey reported that, due to illness, Michele Reilly filled in for her at the last FOL meeting. The FOL are now funding snacks for the senior Thursday Afternoon Movies.

FOL are currently working on Summer Reading Program funding. Youth Services asked for \$5,200, the same as last year.

The FOL will be meeting this month to discuss summer scheduling for the book sheds.

The bake sale and raffles were a financial success, making comparable money to the winter boutique, with far less investment of time and energy.

Tracey is happy with the FOL stability and cohesiveness, and feels they work well together supporting the library's needs.

#### **EQUITY COMMITTEE**

Tracey and Sarah C. reported that UHLS library directors, at a weekly meeting, had a discussion about collection development in regard to DEI. The Equity Committee will be meeting once a month to see if/how they can support participating libraries with their DEI goals.

Tracey will be sending out electronic invitations for the next Equity committee meeting.

The trustees discussed the library's DEI goals in view of the elimination of the Federal DEI programs and the encouragement by the new administration for corporations to eliminate DEI practices. The trustees would like to re-commit to our previously stated DEI goals and possibly expand those goals, as needed.

#### **COMMITTEE REPORTS**

**Finance:** Sarah C. has asked board treasurer Adam to prepare a 6-month financial report so the finance committee can begin working on the 2025-26 budget. Also, Sarah C. reported that she has been in contact with Albany County Health Consortium to be sure they will include her with any move forward with the health insurance package, described in the December 2024 minutes. Georgia suggested asking our new Assembly Person Gabriella Romero to help.

**Personnel:** N/A

**Facilities:** Sarah C. reported that the remaining furniture will be here the first week of February.

**Policy:** Sarah C. requested that we amend our current Request for Reconsideration policy to include only Voorheesville School District residents. The trustees discussed this and agreed it was a good idea.

**M(LC) S(GG) PASSED UNANIMOUS: TO APPROVE THE UPDATES ON THE REQUEST FOR RECONSIDERATION FORM TO LIMIT SUCH REQUESTS TO VOORHEESVILLE SCHOOL DISTRICT RESIDENTS.**

Sarah C. shared information about our outreach programs, and the potential need for an outreach policy that addresses inclusion and equity. The trustees discussed this, but no decisions were made.

**Local History Committee:**

Tracey will be meeting with library archivist Lea Foster. They will both be meeting with village historian Dennis Sullivan in the near future.

**OLD BUSINESS**

Sarah C. reported that the trustees will need to update the by-laws concerning the change in term limits. The trustees discussed this and will table it until next month.

Linda reported that she will not be visiting the 78 Prospect St. until the weather improves.

Sarah B. had no update on the book sanctuary resolution.

**NEW BUSINESS**

Sarah C. reported that Library Advocacy Day is February 5. She will send the trustees a schedule for the day. Sarah C. also mentioned that she will be working at a fundraiser at The Hollow on February 4 and invited the trustees to attend if they are able.

Sarah C. reminded the trustees that, for weather related issues, she and Tracey would be contacting Sarah B. around 6 am to determine if the library would be opening late or closed for the day. Sarah C. needs to contact some employees by 6:30 am or earlier.

**The next regular meeting of the board will be Monday, February 24 at 7 p.m.**

**MOTION (LC) SECOND (GG) PASSED UNANIMOUS: TO ADJOURN AT 8:27 P.M.**