

**MINUTES
VOORHEESVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
24 MARCH 2025**

Attending: President Sarah Brunt, VP Marielle McKasty-Stagg, Georgia Gray, Laura Lamberton, and Sarah Clark, clerk

Remote Access:

Excused: Linda Conway,

Others Attending: Tracey Pause, Lynn Kohler, Samanth Bailey

Call to Order: 7:01 p.m.

Public Comments: None

CONSENT AGENDA

- Minutes for the February 24 regular board meeting
- Minutes for the March 8 budget board meeting
- March 2025 Directors report
- March 2025 Personnel report
- February 28, 2025 Treasurer's report
- February 14-March 13, 2025 Warrants

**MOTION (MMS)SECOND (GG) PASSED UNANIMOUS: TO ACCEPT THE 24 MARCH 2025
CONSENT AGENDA AS PRESENTED.**

COMMITTEE REPORTS

Finance: N/A

Personnel: Sarah C. reported that she has spoken with the Albany Co. Health Consortium, and she is confident that this will be a financially sound move for the library. There may be a one-month gap in coverage, about which Sarah C. will speak with Ten Eyck Insurance Agency. Also, this coverage will only be available for full-time employees. Sarah C. will investigate the cost of making coverage available for part-time employees, as well as retirees, and report back to the trustees. The trustees discussed this and are encouraged by her report.

Facilities: Sarah C. reported that three automatic door openers had malfunctioned: both side entrance doors as well as one of the bathroom doors. The repairman was able to repair the bathroom opener by resetting the electronic settings. Both side-door openers needed to be replaced, as replacement parts were not available due to the age of the units. The final cost was around \$4,000.

Policy: Trustee Georgia reported, as chair of the Policy Committee, that her research into confidentiality policies was continuing. She discussed various policies she had found for other libraries and non-profits. The trustees discussed this at length, but no decisions were made. Georgia will write-up a sample policy and send to the policy committee for discussion.

OLD BUSINESS

Sarah C. and Sarah B. reminded the trustees that a quarterly committee meeting schedule should be established, as discussed at the February board meeting. The trustees discussed scheduling the committee meetings one-half hour before regular board meetings. The following schedule was decided: Policy committee will meet at 6:30 p.m., April 28; Finance committee will meet at 6:30 p.m., May 19. The June and July schedule was left open, should they be needed in the future.

STRATEGIC PLAN

Sarah C. had nothing to report this month.

FOL

Tracey reported that the Friends of the Library met on March 3. They discussed Encore Books hours and donation policy. Cathy Cavanaugh will be running the bookstore again this year. They will be open on Tuesdays, beginning May 6, between the hours of 10 a.m. and 6 p.m. The bookstore will close after September 2nd, to allow the friends to prepare for the annual book sale, scheduled for September 12th – 14th. The FOL plans to host a reception the following week for all of their volunteers. The trustees discussed this, and several suggestions were made for ways to assist with the reception, but no decisions were made.

The FOL are still working on various revisions to their by-laws.

The FOL discussed increasing the membership campaign fees, which have not been increased for more than 15 years.

The FOL are still providing snacks for the seniors Thursday Afternoon Movies, which the patrons really appreciate.

The next meeting for the Friends of the Library is scheduled for April 7.

EQUITY COMMITTEE

Tracey reported the Equity committee received 13 completion reports from various libraries. Sarah C. and Tracey will be submitting a completion report for Outreach and Marketing from the Voorheesville library in the near future. Sarah C. reported that the Equity committee has been very useful to her and her fellow directors with helpful tips to advance their own library equity goals.

The next Equity committee meeting will be Thursday, March 27.

Federal Changes Update

Sarah C. reported that some states have made book bans illegal, and there is currently a bill in the NYS legislature, but it has not passed yet. The trustees discussed different ways citizens are able to advocate for this bill, as well as other library-related campaigns. It was decided that citizens can advocate on their private social media accounts and as private citizens, and that various FOL organizations can decide on their own if they wish to advocate for the library.

NEW BUSINESS

Sarah C. reported that the Renovation/FOL Anniversary Open House will be held Wednesday, May 28, from 5:30-7:30 p.m. Sarah C. has arranged for some musical entertainment and would like to provide modest refreshments. She made several suggestions on how this can be accomplished: ask local businesses to donate food; use donation account funds to purchase food; rely on volunteers making food. The trustees discussed this, and several suggestions were made, but no decisions were reached.

The announcement for the reception will be included in the budget message mailing.

Sarah C. reported that Archivist Lea Foster has a historic local map, 1 of only 3 in known

existence. The map is in very bad condition, the paper is brittle and fragile. The estimated cost to repair it would be \$5,000. The trustees discussed several options available to them, but no decisions were reached. Sarah C. also had some boy scout memorabilia that she shared with the trustees.

PUBLIC COMMENT

No public comment.

The next regular meeting of the board will be Monday, April 28 at 7:00 p.m.

MOTION (GG) SECOND (LL) PASSED UNANIMOUS: TO ADJOURN AT 8:25 P.M.