

Minutes
Voorheesville Public Library
Board of Trustees Meeting
23 March 2026

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

Excused: President Sarah Brunt, Tracey Pause

Others Attending: Lynn Kohler

Call to Order: 7:00 p.m.

Public Comments:

No public comments.

Consent Agenda

- Minutes for the February 9 regular board meeting
- February 2026 Directors report
- February 2026 Personnel report
- February 2026 Friends of the library report
- February Equity Challenge report
- February 28 Treasurers Report
- January 20 – March 18, 2026, Warrants
- Committee reports

Motion (MMS) Second (GG) Passed Unanimous: To accept the 23 March 2026 consent agenda as presented.

Old Business

None

New Business

Staff Room Construction Bid Process

Sarah C. reported that the walkthrough for the upcoming construction went smoothly. The bid window will close on April 2 and the bids will be opened at that time. To allow the bid winner to start as soon as possible, Sarah C. asked that the trustees plan to meet within a week after the bid opening, to approve the designated winner.

Village Archives Custody Agreement

Sarah C. reported that the Village Archives will be housed by the Village during the renovation. At this time, the recommendation is to end the Temporary License and Custody Agreement with the Village.

Public Comments:

No public comments.

The next regular meeting of the board will be Monday, April 27 at 7:00 p.m.

Motion (MMS) Second (LL) Passed Unanimous: to adjourn at 7:20 p.m.

Voorheesville Public Library

Board of Trustees Meeting

March 23, 2026, 7:00 p.m.

Meeting Called by: Linda Conway, Vice President

Attendees: Linda Conway, Vice President; Marielle McKasty-Stagg; Georgia Gray; Laura Lamberton;

Others Attending: Lynn Kohler, Administrative Assistant

Excused: Sarah Brunt, Tracey Pause

1. Meeting Call to Order by President

2. Opportunity for the public to be heard. (20-minute period, limit of 3 minutes per person)

3. Consent Agenda (5 minutes)

Minutes of Regular Board Meeting

Director's Report

Personnel Report

Friends of the Library Report

Equity Challenge Report

Treasurer's Report

Warrants

Committee Reports

Action: The Board of Trustees approves the consent agenda as presented if no items require exclusion.

4. Old Business (0 minutes)

5. New Business (5 minutes)

Bid Process for Staff Room

Village Archives Custody Agreement

6. Opportunity for the public to be heard. (20-minute period, limit of 3 minutes per person)

Next Board Meeting: Monday, April 27, 2026, 7:00 p.m.

7. Adjournment

Upcoming 2026 Meetings:

April 27

May 18 Budget hearing at VPL

June 22

July 27

September 28

October 26|

Nov/Dec 14

Director's Report

Bid Update – A number of contractors signed in to the walkthrough for the staff workroom project. Bids are due 4/2 at 1:00 p.m. The board will need to approve the winning bid, which may need to happen prior to the April board meeting. While she was here, I informed Meghan Brennan, of BRM Architects about the plumbing issues. She suggested they have their staff engineer look over our plumbing blueprints and propose a solution to go to bid.

Village Archives – The Village Archives will be temporarily housed by the Village during renovation. The Custody Agreement needs to be terminated (180 days notice).

Bikes – The bikes donated by the Family Bike Day Committee (now VRCC) will be deaccessioned and donated to the Albany Bike Coalition. Lea Foster facilitated the transfer. A Deed of Gift will be drafted.

Circulation Stats:

2025-2026	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.
Physical	6426	6164	5930	5672	5304	5142	5808	5954
OverDrive	2687	2737	2729	2877	2518	2520	2829	2493
Hoopla	305	299	232	265	274	295	276	234
Kanopy	84	113	102	118	103	82	114	82
Total	9502	9313	8993	8932	8199	8039	9027	8763
Last Year's Totals	10239	9865	9123	7940	7292	7592	8828	8759
Last Year's Physical vs.	68/32	66/34	66/34	64/36	65/35	64/36	64/36	68/32
Digital	75/25	75/25	72/28	74/26	67/33	66/34	67/33	67/33

Reference Stats:

	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.
Visitors	3710	3311	4292	3456	3103	3230	3155	3418
Computer Users	111	94	111	117	95	119	131	164
Ref Questions	568	664	295	540	534	431	568	561
Computer Help	48	29	44	46	24	42	54	43
Days Open	25	25	29	30	27	28	28	27
Non-Library events	1	3	1	4	3	5	2	2
Study Room Use	25	36	27	28	26	30	31	29
Exam Proctoring	0	0	0	0	0	0	0	0
Last Year's Visitors	3487	3954	3641	3083	2552	3068	3613	3226

Personnel Report:

No report.

Friends of the Library Meeting Report:

The next FoL meeting is Monday, April 6 at 6:30 pm.

Equity Committee Report:

No report

Treasurer's Report:

February

Operating Checking Account: Ending Balance \$39,731.28

Opening Balance: \$52,526.22

Receipts: \$80,219.95

Disbursements: \$93,014.89

Expansion Checking Account: Ending Balance \$22,986.14

Opening Balance: \$22,986.14

Money Market Account: Ending Balance \$1,575,695.56

Opening Balance: \$1,653,242.37

Receipts: \$2,453.19 Disbursements: \$80,000

Donation Checking Account: Ending Balance - To be reported at April meeting.

Opening Balance: \$

Receipts: \$

Debit Card Account: Ending Balance \$1,977.25

Opening Balance: \$1,977.25

Total Funds: \$1,663,065.03

Warrants:

Date	Num	Vendor	Amount	
01/29/2026	45570	Gail Brown	42.35	
01/29/2026	45571	Ingram Library Services	1,294.68	
01/29/2026	45572	Village of Voorheesville	50.00	
01/29/2026	45573	HGNS INC	2,400.00	
01/29/2026	45574	Demco Inc.	58.10	
01/29/2026	45575	Discover Albany	75.00	
01/29/2026	45576	Long Island Library Resources Council	0.00	
01/29/2026	45577	Uncharted Wild LLC	350.00	VOID
01/29/2026	45578	Virgina Marcellus	200.00	
01/29/2026	45579	Staples Inc and Subsidiaries	111.19	
01/29/2026	45580	Stanley Access Tech LLC	0.00	
01/29/2026	45581	Verizon	31.49	VOID
01/29/2026	45582	Ingram Library Services	780.37	
01/29/2026	45583	Adam Stump	150.00	
01/29/2026	45584	Ten Eyck Group	1,157.00	
01/29/2026	45585	Travelers	1,319.50	
01/29/2026	45586	Ingram Library Services	702.77	
01/29/2026	45587	Staples Inc and Subsidiaries	40.72	
01/29/2026	45588	Stanley Access Tech LLC	294.00	
02/12/2026	EFT1303606030	JP Morgan Chase Bank NA	3,346.42	

02/13/2026	45589	Adam Stump	175.00	
02/13/2026	45590	Berkshire Botanical Garden	150.00	
02/13/2026	45591	Brodart Co.	201.55	
02/13/2026	45592	Brodart Co. PA	47.59	
02/13/2026	45593	Butler Rowland Mays	7,206.90	
02/13/2026	45594	Chesterwood	250.00	
02/13/2026	45595	Cornell Univ. Cooperative Ext. Alb.	53.37	
02/13/2026	45596	Dell Marketing L.P.	390.48	
02/13/2026	45597	Destroyer Escort Historical Museum	100.00	
02/13/2026	45598	Hannaford	70.62	
02/13/2026	45599	Heather O'Keefe	150.00	
02/13/2026	45600	HGNS INC	400.00	
02/13/2026	45601	Ingram Library Services	428.78	
02/13/2026	45602	John Love	528.00	
02/13/2026	45603	Kanopy	119.00	
02/13/2026	45604	Matt Yaeger	0.00	VOID
02/13/2026	45605	Mohawk Valley Library System	28.00	
02/13/2026	45606	New Scotland Historical Associ	270.00	
02/13/2026	45607	OverDrive Inc	527.40	
02/13/2026	45608	Robinson's Hdwr & Garden	22.99	
02/13/2026	45609	Storm King Art Center	250.00	
02/13/2026	45610	Ten Eyck Group	1,157.00	
02/13/2026	45611	TMobile	344.40	

02/13/2026	45612	Underground Railroad	150.00
02/13/2026	45613	Ingram Library Services	616.61
02/13/2026	45614	Upper Hudson Library System	264.00
02/26/2026	45615	Ashley Evola	100.00
02/26/2026	45616	CDPHP	402.01
02/26/2026	45617	Demco Inc.	93.70
02/26/2026	45618	HGNS INC	800.00
02/26/2026	45619	Highmark BSNENY	4,606.00
02/26/2026	45620	Honest Weight Food Co-op	100.00
02/26/2026	45621	Lynesta Osborne	26.00
02/26/2026	45622	Mary Duryea	100.00
02/26/2026	45623	Metroland Business Machines	290.11
02/26/2026	45624	MVP Health Care	2,694.62
02/26/2026	45625	Staples Inc and Subsidiaries	60.81
02/26/2026	45626	Village of Voorheesville	50.00
3/3/2026	45627	Tommie Burch, LLC	170.00
03/18/2026	45628	Art Stars! Studio	336.00
03/18/2026	45629	Ashley Evola	100.00
03/18/2026	45630	Bethlehem Public Library	20.00
03/18/2026	45631	Deborah Sternklar	251.52
03/18/2026	45632	Ingram Library Services	512.09
03/18/2026	45633	John Love	528.00
03/18/2026	45634	MVP Health Care	2,694.62
03/18/2026	45635	Spotlight Newspapers	52.00
03/18/2026	45636	SWANK Movie Licensing USA	508.00

03/18/2026	45637	Ten Eyck Group	1,157.00
03/18/2026	45638	TMobile	172.20
03/18/2026	45639	Adam Stump	87.50
03/18/2026	45640	Demco Inc.	170.72
03/18/2026	45641	Ingram Library Services	232.00
03/18/2026	45642	Kanopy	82.00
03/18/2026	45643	NYS Dept of Environmental Conservation	330.00
03/18/2026	45644	Verizon	31.49
03/18/2026	45645	HGNS INC	1,000.00
03/18/2026	45646	Tim O'Shea	550.00
03/18/2026	45647	Hannaford	45.77
03/18/2026	45648	Staples Inc and Subsidiaries	43.71
03/18/2026	45649	Town of New Scotland	601.06
03/18/2026	45650	Gail Brown	21.00
03/18/2026	45651	OverDrive Inc	1,212.14
			<hr/> 46,537.35
			<hr/> 46,367.35