

Minutes
Voorheesville Public Library
Board of Trustees Meeting
18 May 2026

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

Remote Access:

Excused:

Absent:

Others Attending: Tracey Pause, Lynn Kohler

Call to Order: 7:07 p.m.

Public Comments:

No public comments.

Consent Agenda

Motion (MMS) Second (LC) Passed Unanimous: To accept the 18 MAY 2026 consent agenda as presented.

Old Business

None

New Business

Tutor Policy and Room Reservation Policy

The trustees discussed both the tutor and room reservation policies. The discussion focused on equitable distribution of limited space, and how best to ensure all patrons have equal access. No decisions were made.

Budget Presentation and Election Information

N/A - No public present

Construction Update

Sarah C. reported that staff room construction is scheduled to run from June 8-June 19. The furniture may be delayed for a short time. Sarah also reported that we have been granted an additional \$10,000 in NYS construction funds. This will be added to the grant for updating the community room.

3D Printing Policy

The trustees discussed the updated 3D printer policy and fee schedule.

Motion (MMS) Second (LL) Passed Unanimous: To accept the 3D Printer Policy as presented.

Plumbing Update

Sarah C. reported that the engineers have agreed that a portion of the hallway will need to be dug out, and portions of the sewer pipes will need to be replaced. Sarah C. would like to schedule this sometime in September, as the library may need to be closed for two days, possibly more. The trustees discussed this and agreed that the sewer issue needs to be addressed before winter. Sarah C. will follow up and keep the trustees updated as needed.

Red Cross Babysitting Class

Sarah C. reported that Teen Services and Publicity Librarian, Debbie Sternklar, would like to offer classes for local teens to learn safe babysitting techniques. She has found a company, EPIC Trainings, that offers a babysitting certification class, but the fee is \$38 per person, with a minimum fee of \$380. Debbie would like to offer the class at a reduced rate, using some of her programming budget. The trustees discussed this and would like to offer community businesses the opportunity to sponsor students. Several suggestions were made, and Sarah C. and Tracey will follow up and update the trustees as needed.

Public Comments

No public comments.

The next regular meeting of the board will be Monday, June 22 at 7:00 p.m.

Motion (LC) Second (MMS) Passed Unanimous: to adjourn at 7:55 p.m.

Voorheesville Public Library

Board of Trustees Meeting

May 18, 2026, 7:00 p.m.

Meeting Called by: Sarah Brunt, President

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

Others Attending: Tracey Pause, Assistant Director, Lynn Kohler, Administrative Assistant

Excused:

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 (5 minutes)

5. New Business (5 minutes)

Tutor Policy, VCSD use of space

Budget Presentation and Election Information

Construction Update

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

Next Board Meeting: Monday, June 22, 2026, 7:00 p.m.

7. Adjournment

Upcoming 2026 Meetings:

June 22

July 27

September 28

October 26|

Nov/Dec 14

Director's Report

A new Manager of Youth and Family Services at Upper Hudson Library System has been named. Melissa Tacke, formerly the director of the Castleton Public Library, will take over for Mary Fellows. I'm looking forward to the board members meeting her!

We are looking into digitizing the museum pass program. As passes are coming up for renewal, we're learning that many are only offering digital versions of the pass. We're looking into the same platform other UHLS libraries are using to offer at-home printing of passes. We would be able to print passes for people at the library who did not have access at home. The FoL is willing to consider paying for the platform fee.

The bicycle lending program is officially over. The bikes, helmets, and locks were transferred to the Albany Bicycle Coalition.

The UHLS Annual Dinner is Wed., June 10 and will be held at the Love Albany Center.

Circulation Stats:

2025-2026	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.
Physical	6426	6164	5930	5672	5304	5142	5808	5954	6158	5400
OverDrive	2687	2737	2729	2877	2518	2520	2829	2493	2706	2583
Hoopla	305	299	232	265	274	295	276	234	255	263
Kanopy	84	113	102	118	103	82	114	82	86	149
Comics Plus							20	2	3	4
Total	9502	9313	8993	8932	8199	8039	9047	8765	9208	8399
Last Year's Totals	9896	9558	8759	7594	6963	7212	8454	8379	9513	9176

Last Year's

Visitors 3487 3954 3641 3083 2552 3068 3613 3226 4278 3766

Program Stats:

July Aug. Sep. Oct. Nov. Dec. Jan. Feb. Mar. Apr.

0-5 Programs	11	5	11	12	9	8	9	13	12	14
0-5 Attendance	258	118	251	287	221	174	248	388	330	357

6-11 Programs	18	8	3	2	5	4	7	11	9	6
6-11 Attendance	442	290	60	36	70	101	153	420	142	80

12-18 Programs	3	6	7	8	5	10	5	9	11	5
12-18 Attendance	32	96	458	138	153	312	127	47	186	67

Adult Programs	15	14	22	29	21	15	24	21	27	23
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Adult Attendance	205	235	293	380	262	186	312	286	377	288
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General Programs	3	4	3	1	1	0	0	0	1	0
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General Attendance	403	498	92	20	77	0	0	0	14	0
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Offsite Attendance	360	287	608	288	161	472	266	158	263	221
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Virtual Attendance									27	44
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At the Library	41	31	33	44	33	23	33	42	49	40
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Offsite	2	2	3	1	0	0	0	1	0	0
YS Offsite	7	4	10	5	5	13	9	11	11	8
Virtual	0	0	0	2	3	1	3	3	3	5
YS Virtual	0	0	0	0	0	0	0	0	0	0

Personnel Report:

Friends of the Library Meeting Report:

Encore opened for the season and began accepting donations on Tuesday, May 5.

I requested hospitality for the Movie and Mocktail program in July.

There will be a new treasurer beginning July 1.

The Budget was proposed to the board and will be voted on at the Annual meeting in June. There was lots of discussion regarding what to do with the FoL bags.

Julie and I will be chatting about the Winter Boutique soon.

The next FoL meeting is the annual meeting scheduled for Monday, June 1 at 6:30 pm.

Equity Committee Report:

UHLS with the Equity committee had a Hearing Loss Training on Wednesday, May 6 at 10:00 am. The program was excellent and I have discussed some of the points with the librarians.

There was a Getting it Done Session on programming at the May 1st. DA meeting.

The April Equity Meeting was canceled. The next meeting is scheduled for Thursday, May 14th.

Treasurer's Report:

April

Operating Checking Account: Ending Balance \$65,061.24

Opening Balance: \$82,543.94

Receipts: \$86,093.49

Disbursements: \$103,576.19

Expansion Checking Account: Ending Balance \$134,529.14

Opening Balance: \$134,529.14

Receipts: \$0

Disbursements: \$0

Money Market Account: Ending Balance \$1,340,514.91

Opening Balance: \$1,418,218.66

Receipts: \$2,296.25

Disbursements: \$80,000.00

Donation Checking Account: Ending Balance \$22,785.56

Opening Balance: \$22,748.17

Receipts: \$37.39

Disbursements: \$0

Debit Card Account: Ending Balance \$1,977.25

Opening Balance: \$1,977.25

Receipts: \$0

Disbursements: \$0

Total Funds: \$1,564,868.10

Warrants April 23 – May 12, 2026:

Date	Num	Vendor	Amount
04/23/2026	45695	Highmark BSNENY	4,606.00
04/23/2026	45696	Megan Viscio	467.50
04/23/2026	45697	WMHT	60.00
04/30/2026	45698	U.S. Postal Service	547.57
05/07/2026	45699	Accuprint	2,717.44
05/07/2026	45700	Adam Stump	100.00
05/07/2026	45701	Audio-Video Corporation	4,829.00
05/07/2026	45702	Becker's Property Maintenance, LLC	324.00
05/07/2026	45703	Bonadio & Co, LLP	1,500.00
05/07/2026	45704	C. LeClair Cleaning	654.50
05/07/2026	45705	Corner Gateway	120.25
05/07/2026	45706	Half Moon Button Club	30.00
05/07/2026	45707	Ingram Library Services	1,334.09
05/07/2026	45708	John Love	561.00
05/07/2026	45709	Kanopy	154.00
05/07/2026	45710	Karen Klevanosky	1,800.00
05/07/2026	45711	Kohler Lynn	384.00
05/07/2026	45712	Metroland Business Machines	217.70
05/07/2026	45713	Midwest Tapes	67.47
05/07/2026	45714	MPLC	208.10
05/07/2026	45715	OverDrive Inc	4,268.26
05/07/2026	45716	Richard Celentano	200.00

05/07/2026	45717	Son of Egg	100.00
05/07/2026	45718	Staples Inc and Subsidiaries	178.72
05/07/2026	45719	The Wild Center	350.00
05/07/2026	45720	TMobile	172.20
05/07/2026	45721	Verizon	31.48
		World Awareness Children's	
05/07/2026	45722	Museum	121.61
05/07/2026	45723	Ingram Library Services	435.80
05/07/2026	45724	Ingram Library Services	232.75
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			\$26,773.44
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			\$26,773.44

Committee Reports:

Policy Committee: 3-D Printer Policy, Respect in the Workplace Policy