

## Meeting of the Board of Trustees – Menands Public Library

November 28, 2016

**Trustees Present:** Linda DeDominicis, Judith Gladstone, Joseph Kelley and Diana Praus. Also present: Deborah Benoit. **Trustee Absent:** Leslie Carolus

Meeting called to order at approximately 6:35

Minutes from previous meeting of were reviewed – motion made by Joe to accept the minutes, seconded by Linda and approved.

**Treasurer's Report:** Deborah submitted the reports for period 10/1/16 through 10/31/16 they were reviewed, Diana made a motion to accept the reports and Joe seconded it. Reported was an ending balance for October 2016 - \$55,618.70 for money market account and \$137,501.12 for checking.

**Communications:** Letter received from the Menands School asking the library about placing an ad in the Menands School yearbook. Response needed by February 2017. –This is a yearly request.

### **Old/Unfinished Business:**

- **Maintenance Spec of work:** Furnace is working for now. Joe thinks it may need some repair work in the neighborhood of \$250-300. Skunk problem once again. Need to make/place a better barrier to prevent skunks from getting under building.
- **Grants:** Cost estimate for the Handicap Accessibility construction is high. The library capital construction fund does not begin to cover the cost of construction even if with assistance of a \$25,000 grant from Assemblyman Steck. The idea of a library construction bond was briefly discussed. The board wants to see if there are other grant resources available. Diana will contact Mr. Steck's office about the original \$25,000 grant and other possible grant resources.
- **Shed:** Part of the roof has fallen in. Lock needs to be repaired.

### **New Business:**

- **Book Sale:** The Eddy Heritage House will accept books on DVDS. Judith will look into donating books to the VA and other hospitals.

### **Reports:**

- **5 Year/Long Range Plan:** tabled
- **Policy Handbook:** tabled

### **Library Director's Report:**

## **NOVEMBER 2016**

On October 28th our fire extinguishers were inspected. Two of our three were recharged.

Because Overdrive will no longer be offering magazines to download, starting the first of the year there will be a new APP called "Flipster". Right now the new APP is being tested to be sure all goes well.

"Boopsie" (I'm not making this stuff up) should be up and running in the New Year as well. This will allow you to download to your hand held device.

In terms of circulation numbers were down 2015 vs. 2016. In November 2015, there were 2176 circulated items while this year only 1806.

### **Youth Services Report:**

This was a quiet month in youth services. Toy Lab was well attended, but Story Time continues to draw between 0 and 2 people. I've spent a little time this month planning events for next month during the school break. We will be playing Guitar Hero, having a "Mystery Box" escape, and having a "Take Apart" night where we dismantle old toys and electronics to see what's inside. We'll see how that last one goes. It was always popular at the science museum where I worked in Little Rock. I'm also trying to arrange a science demonstration during that time, but I haven't received confirmation yet.

I've started the ball rolling on getting our old books out of the building. I have a call scheduled with the Better World Books representative on the 30th of this month, and I'll let you know how that goes.

**Next Meeting: January 23, 2017**

**Adjourned – time: 7:10p.m. Motion to adjourn by Diana, Seconded by Joe.**