

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

December 22, 2014

**Trustee's Present:** Linda DeDominicis, Leslie Carolus, Kerry Wroblewski, and Theresa Montanye

Meeting called to order at approximately 6:30 p.m.

Minutes from previous meeting of November 24, 2014 were reviewed – motion made by Linda to accept the minutes, seconded by Leslie and approved.

**Treasurer's Report:** Colleen submitted the reports for period 11/01/14 through 11/30/14 they were reviewed, Theresa made a motion to accept the reports and Linda seconded it. Reported was an ending balance for November 2014 - \$161,010.11 for money market account and \$697.32 for checking.

**Communications:** None

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

- **Maintenance Spec of work:** Linda will email Joe about moving the picnic table for the winter months.
- **National Grid:** nothing to report
- **Flowers:** Can't do anything now, we will put this back on our agenda in April.
- **Grants:** Linda is waiting to hear from Allison Lane.
- **Pine Trees:** Joe was absent, will discuss in January
- **Conflict of Interest Policy:** Linda waiting to hear from Tim Burke, will contact after the new year.
- **Shed:** Joe was absent, will discuss in January.
- **Pictures/facebook:** nothing to report
- **Yearbook Ad:** Check is due mid January. Theresa made a motion and Kerry seconded it to write a check to Menands School for the 2015 yearbook ad. Kerry will ask Terri when she gets the new clip art to update the yearbook page.

### **New Business:**

- **Skunk:** Leonard informed the board that a skunk is living under the library again and the smell is coming into the library. A patron gave him a phone number for a man to come and remove it. Linda will pass it on to Joe who is looking into the problem.

### **The Board entered into Executive session to discuss:**

- A current investigation

### **Reports:**

- **5 Year/Long Range Plan:** January/June
- **Policy Handbook:** still working on this—will revisit in January

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

DECEMBER 2014

Upper Hudson has begun to set up a training schedule for the new system that is set to go by 2/24. The one day basic training will be on a day between 1/12 and 1/30 2015. Upper Hudson will offer a number of sessions that should be able to accommodate any work schedule. Our friend the skunk has returned. The smell started on 12/12. My attempts to

control and rid the odor seem to be working and the smell has been greatly reduced. Our neighbor (Mr. Hite) has seen the offender and says he is a rather large skunk. Circulation is still slipping but we have ten new card holders. This give us fifty-seven new card holders for the year so far.

### **Youth Services Report:**

December 2014

YSAC meeting Dec. 12<sup>th</sup> was mainly about book reviews with some suggestions for online databases for children and teens. There was a brief discussion on the idea that Libraries are transitioning from being a “center of information” to being a “center of culture”. We talked about “Bring Your Child to the Library Day” which will be held Sat. Feb 7<sup>th</sup>. I have begun to make a flyer and will work on promoting this throughout January. Menands “After Summer Challenge” for our younger readers came to a close Dec. 15<sup>th</sup>. Various prizes were offered just in time for the holidays. Our Thursday Homework Help & Study Group continues to be a big help to our younger readers and it is growing steadily. There will be no group Dec. 25<sup>th</sup> or Jan.1<sup>st</sup> so we will be having a small party on Dec. 18<sup>th</sup>. We have ‘Thank You’ gifts for our High School Volunteers and certificates of achievement for our younger students. As a “spin off” from the Homework Help group, the High School Volunteers are showing an interest in having a Teen Book Club. After the first of the year, we will be working out schedule details as well as discussing guidelines for the club. Although the Library will be closed Dec. 24<sup>th</sup> and 25<sup>th</sup> as well as Dec. 31<sup>st</sup> and Jan.1<sup>st</sup>, Story Time will be held on the 24<sup>th</sup> and on the 31<sup>st</sup> at the usual time in the morning. On the 24<sup>th</sup> we will be reading holiday stories and make holiday crafts. On the 31<sup>st</sup> we will be having a pajama party with stories and New Year’s crafts. I am reviewing books for our Kindergarten Registration for April and will contact the principal in early Feb.

**Next Meeting: January 26, 2015 @ 6:30 p.m.**

**Adjourned – time: 6:48 p.m. Motion to adjourn Linda, Seconded by Kerry.**