

Meeting of the Board of Trustees – Menands Public Library

April 27, 2015

Trustee's Present: Linda DeDominicis, Leslie Carolus, Theresa Montanye and Joe Kelley

Meeting called to order at approximately 6:31 p.m.

Minutes from previous meeting of March 23, 2015 were reviewed – motion made by Theresa to accept the minutes, seconded by Joe and approved.

Treasurer's Report: Debbie submitted the reports for period 3/01/15 through 3/31/15 they were reviewed, Joe made a motion to accept the reports and Leslie seconded it. Reported was an ending balance for March 2015 - \$120,533.74 for money market account and \$217.94 for checking. Budget was looked over and approved with an increase in cleaning services and library alarm.

Communications: None, Efficiency plan will be sent to Frank

Old/Unfinished Business:

- **Maintenance Spec of work:**
- **National Grid:** Will revisit this in October.
- **Flowers:** Tabled until May
- **Grants:** Nothing new, revisit in July
- **Pine Trees:** Joe will meet with Todd Tree Service and D & L tree Service on April 28th.
- **Conflict of Interest Policy:** Will be emailed to members
- **Shed:** The village will take everything in the shed. Joe will move contents to be picked up on Wednesday.
- **Board Seat:** Diana Praus will run for the open board seat

New Business:

- **Cleaning Services:** It was decided to increase amount we currently give the women who cleans the library from \$150. To \$160 per month.

Reports:

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

Library Director's Report:

APRIL 2015

On March 23, 2015, library clerk Nick Petrochko was dismissed. All Civil Service requirements have been fulfilled concerning this action.

The transition from the old on-line catalog to the new has gone well. There are still some bugs that need to be worked out, but these bugs have not hindered normal patron activities.

Someone you may have heard, Bridget Kelley has been chosen to be our library page. She has already begun to work and has picked thing up very quickly and is doing fine.

The circulation numbers for March 2015 are dismal compared to March 2014. There is a drop off of over 800 items borrowed. Hopefully, it is just the transition to the new catalog. The large drop was caused either by patron caution and/or electronic mix ups.

Youth Services Report:

April 2015

“Vacation Open House” went well during the week of Spring break. We ran three sessions and had a nice turnout each time for games, puzzles and challenges.

The Book for Kindergarten Registration: Adventure Annie Goes to Kindergarten, has been given to the school. SRP programs are being scheduled and it looks like we will have a nice, busy Summer Program.

TV TURN OFF WEEK is April 28th to May 1st. We will be posting the event and giving certificates to those who meet the challenge to TURN OFF TV.

I met with Brianna regarding the Youth Park program this summer. I will be at the Menands Park six Tuesday mornings. The theme is Super Hero Training Camp Olympics and we will have an awards ceremony the last week. We will also try to include the Summer Institute from Menands Public School.

The ‘Page’ position has been filled and it is working out very well.

One of our patrons brought the following to our attention (which I mentioned to Joe Kelley): the tread on our inside step, the cement on the outside step as well as the paint on our threshold to the Library.

Next Meeting: May 18, 2015 @ 6:30 p.m.

Adjourned – time: 7:25 p.m. Motion to adjourn Theresa, Seconded by Joe.