

Meeting of the Board of Trustees – Menands Public Library

April 28, 2014

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

Meeting called to order at approximately 6:00 p.m.

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

Treasurer's Report: Colleen submitted the reports for period 3/01/14 through 3/31/14 they were reviewed, Joe made a motion to accept the reports and Theresa seconded it. Reported was an ending balance for March 2014 - \$118,993.16 for money market account and \$1,786.70 for checking.

Communications: none

Old/Unfinished Business:

- **Final Budget Approval:** Budget was looked at and discussed, Theresa, Joe, Linda, and Leslie, approved it.
- **Maintenance Spec of work:** Joe will look at the plug this week.
- **National Grid:** tabled
- **Flowers:** Karen Forner and Judith Gladstone walked around the grounds and asked the library to purchase 9 bags of mulch; the garden club will start working on planting at the end of May.
- **Website:** ?
- **Grants:** Joe is getting information/quotes from another architect. He will have more information next meeting.
- **Property/Parking Lot:** Linda will email Menands Mayor, Meg, and ask her to have the agreement signed.
- **Summer Program:** See Youth Librarians Report

New Business:

- **Ice Cream Social:** Theresa wondered if there would be an ice cream social at the beginning of the summer reading program, Linda will look into that.
- **Policy Handbook:** Linda will be in contact with the HR person helping us to update our handbook.

Reports:

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

Library Director's Report:

APRIL 2014

Thanks to the relationship of former Menands resident David Fonseca with Assemblyman Steck's aid Allison Lane, we may have handicap access and a fruitful relationship with the Assemblyman. Late last year Mr. Fonseca mentioned to me that he might speak with Ms. Lane on the library's behalf. I told him that I thought it was idea worth looking into.

Upper Hudson has decided on a new catalog system. It is called Polaris. It is manufactured by Sierra Ills located in Liverpool, New York. It is a system, in operation, similar to the system we have now but should serve Upper Hudson and our library well into the future.

Circulation is still slipping though there is an increase in other libraries requesting our materials.

We have 12 new card holders giving the library a total of 1268.

Youth Services Report:

April 2014

We received a very nice letter from the Principal at the Menands Public School thanking us for the books for the Kindergarten Registration. Copy attached.

The April YSAC meeting included a discussion on serving patrons with disabilities. We also discussed new books for all age's groups. Some we already have and some I am ordering.

We held the "Tween Event" during Spring Break on Thursday April 17th. We played games, had snacks, watched a DVD and had a fun time. One of the Tweens who attended, has a younger brother and sister who come to our Story Time, which is how he heard about the event.

I have scheduled the performances for the Summer Reading Program. One presenter will be doing his programs three times in July. He is a retired Science Teacher and has been here previously: George Steele. His programs are: Nature, Ecology and Electricity/Magnetism.

The other presenter will be here once in August with a program on Chemistry. She is currently a Kindergarten Teacher in Voorheesville; Carolyn Losee. I found her name in the HVCC Summer Program "kids on Campus" where she is offering a course.

I will be looking for prizes for the SRP and am compiling book lists, projects, bingo cards etc. I will be making flyers with the dates, times and themes for the programs as well as making sure copies of the "Fizz Boom Read" Flyers are available. We have posters to put up as well.

We had a credit from one of suppliers and were able to purchase seat cushions for the Story Time. They are numbered one through ten in English and Spanish, and are a big hit with the little ones.

Two weeks ago, in Story Time, we planted little seeds that are now sprouting. They are enjoying watching the weekly progress. We hope to transfer them outside when the plants are bigger, and when the weather is a bit warmer.

It is almost time for me to meet with Erin at the Menands School to coordinate her Summer Reading list and also to meet with Brianna to coordinate Menands Youth Activities.

I will be looking into a possible Teen event before Summer Reading begins.

We continue to revitalize the spine labels that are old, no longer legible or are worn off. So far, we have placed new spine labels in the Juvenile Non-Fiction section, YA Non-Fiction, the READER section, and the Adult Biography section.

After a long, SNOWY Winter, we are entering into a very busy Spring and Summer and I am looking forward to all the events, programs and fun.

Next Meeting: May 19, 2014 @ 6:30 p.m.

Adjourned – time: 7:01 p.m. Motion to adjourn Joe, Seconded by Theresa.