

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

May 19, 2014

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

Meeting called to order at approximately 6:29 p.m.

Minutes from previous meeting of April 28, 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 4/01/14 through 4/30/14 they were reviewed, Theresa made a motion to accept the reports and Linda seconded it. Reported was an ending balance for April 2014 - \$ for money market account and \$ for checking.

**Communications:** none

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

- **Maintenance Spec of work:** Table till June meeting
- **National Grid:** tabled till June meeting
- **Flowers:** Leonard has been asked to purchase 9-10 bags of mulch as the garden club will start working on planting at the end of May.
- **Website:** March and April 2014 approved minutes need to be added to the website.
- **Grants:** Joe is getting information/quotes from another architect. He will have more information at June meeting. Linda submitted an application to Alison Lane-Albany County Legislature grant for the handicap access plan for the library. Linda has not heard back yet, the deadline is May 30, 2014.
- **Property/Parking Lot:** We now have a signed agreement with the village about the use of the parking lot. Also, additional insurance has been added on each policy to cover any liability.
- **Ice Cream Social:** planned for June 14, 2014, 11:00-12:30 p.m. at the library. We will have "Victor the Clown" to provide entertainment for the children.

### **New Business:**

- **Exit Poll:** Leonard has made 75 copies and has given them to Leslie to please bring to the school for election day.

### **Reports:**

- **5 Year/Long Range Plan:** Tabled until June
- **Policy Handbook:** : Linda sent an email to Deborah Antonelli- also provided a current copy of our handbook and a list of the library's employee's and titles.

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

Concerning our online catalog upgrade that hopefully will be finished by the end of the year, the main issue maybe our modem and/or router. We will be moving to our own Virtual Private Network. In all likelihood our router will not be up to the task. They will be making suggestions as to makes and models that will work best for our needs.

This month we had 12 new cardholders bringing the total to 1277.

After you read Terry's report, you will see that summer reading is moving ahead very well,

## **Youth Services Report:**

The Ice Cream Social Event to kick off Summer Reading Program (SRP) is being scheduled for Saturday June 14, at 11:00 am – 12:30 pm. I am in the midst of securing donations from vendors. (I am waiting to hear back from Stewart's and Mac's in Watervliet.)

“Victor The Clown” will be coming to the social to make balloons. He is very talented and I have seen pictures of some of his creations. The kids will surely have fun...as will the adults.

Flyers for the Ice Cream Social are being made and will be given to the Menands School. The school Librarian will hand them out to students and a flyer will also be posted on their bulletin board. Flyers will also be posted in various locations in our area (such as the deli, etc.)

The information about our Ice Cream Social event has been given to the Menands Village Office so they can include it in our upcoming newsletter. Registration for Summer Reading Program will be available the morning of the Ice Cream Social.

I am meeting with Brianna, the Youth Coordinator, and will give her a flyer for the social as well as a flyer for the Summer Reading Programs.

Prizes for the SRP have been received from Rhode Island Novelty Company. We will also be receiving coupons through UHLS from Applebees and Brueggers to be given as prizes. Books taken out of circulation will also be saved for give-a-ways.

We have started to put up the SRP posters from UHLS and will be sure to have lots of other visual reminders such as bookmarks, etc. The Menands School Librarian and I will be comparing lists shortly.

The Summer Reading Program Events are:

July 2 , @ 2:00 Pond Ecology by George Steele

July 16, @ 2:00 Magnets/Electricity by George Steele

July 25, @2:00 Nature by George Steele

Aug. 11 @ 2:00 Chemistry by Carolyn Losee

There has been a substantial increase in the number of children at our Story Time on Wednesdays. I was able to rearrange the room to accommodate them. The children's picnic table was moved outside which also provides opportunities for outside programs and of course will be a big help when we have our Ice Cream Social.

We have a small children's rocking chair that needs some TLC. If any of you know how to fix it or know someone who could. Probably just needs some wood glue.

**Next Meeting: June 23, 2014 @ 6:30 p.m.**

**Adjourned – time: 6:46 p.m. Motion to adjourn Theresa, Seconded by Leslie.**