

Meeting of the Board of Trustees – Menands Public Library

August 24, 2015

Trustee's Present: Linda DeDominicis, Leslie Carolus, Diana Praus, and Kerry Wroblewski
Deborah

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

Minutes from previous meeting of July 27, 2015 were reviewed – motion made by Linda to accept the minutes, seconded by Leslie and approved.

Treasurer's Report: Debbie submitted the reports for period 7/01/15 through 7/31/15 they were reviewed, Kerry made a motion to accept the reports and Diana seconded it. Reported was an ending balance for July 2015 - \$75,550.70 for money market account and \$1,814.85 for checking.

Communications: none

Old/Unfinished Business:

- **Maintenance Spec of work:** nothing to report
- **Grants:** Linda and Diana met with Tim Burke, there is a lot of paperwork to fill out and we need to find out about our relationship with school, this will help us go forward with our plans or help us to understand where to go from here.
- **Shed:** Joe absent, he is still working on the shed.
- **Flowers:** too hot right now, Leslie will dig up daylilies to plant at library
- **Conflict of Interest/Whistleblower Policies:** Joe absent, Linda will email both policies to board and we will approve next month.
- **Bookmark:** Leslie sent Kerry bookmark and she brought a copy, Leslie and Kerry will copy and cut at Menands School
- **Exit Poll:** Nothing to report
- **Google Drive:** Kerry created a new Gmail account for library board. She will send out the new Google drive to everyone.

New Business:

- **Lighting System:** Leonard informed the board that the current T-12 bulbs that we use are obsolete. He has contacted other libraries and they are switching over to LED. National Grid can come in and look at system and give an estimate on how much it would cost to replace. Leonard will forward the contact information to the board.

Executive session

- Board members entered into executive session to discuss a personal matter.

Reports:

- **5 Year/Long Range Plan:** Read Intro. Kerry will make changes to the plan.
- **Policy Handbook:** Linda and Kerry working on this.

Library Director's Report:

AUGUST 2015

July 2015 has been a very good month for the library. All the summer reading programs have been well attended and well received. This is completely due to Terry's hard work. It is likely the most important element in our increase in new card holders and circulation. After a lull of several months, there has been a steady increase of new card holders. In July we had 13 new cardholders. In July was another healthy increase in circulation. In 2014 circulation was 2541 while in July of this year it is was 2863. This is an increase of about 13%. The big gainers were adult fiction (22%), juvenile fiction (15%) and DVDs (19%). I am looking forward to the moving of "Story Hour" from Wednesday mornings to Thursday afternoons. It is not unusual for other libraries but will certainly be a big change for us.

Youth Services Report:

AUGUST 2015

Programs have come to a close: Bronze, Silver, and Gold medals were awarded to the Super Hero Olympians at the Park program. Children age 5 and up who participated in the Super Hero Olympics were awarded medals on Aug. 11th. Prizes and certificates were awarded to Summer Reading program Super Heroes during August 12th ceremonies. Over 50 children participated, reading an accumulative 553 books and over 25,000 minutes. The SRP Special events on Wednesday afternoons were very well attended and enjoyed by all, including the parents. Moving forward, I recommend for 2016 that Menands Library participate once during the summer at the Park. This program can be centered around the Summer Reading program theme to include info on participating in the Menands Library SRP and obtaining a library card. I also recommend that in 2016 our Library participate more regularly with the Menands School Summer Institute program. More families signed up for Library cards from the program at the Summer Institute than from the Park program. We have already scheduled two **Special Events** for the Fall. On Wed. Oct. 7th, Author Jessica Loy will join us to talk about her two non-fiction children's books: Weird & Wild Animal Facts, and When I Grow up; a young person's guide to interesting and unusual occupations. On Wed. Nov. 4th one of our patrons will be presenting about her trip to the Amazon. Both events are free and take place at 6:00 pm. Mark your calendars. ☺ Also, we will be looking for others who might want to make a presentation. Story Time is officially moving to Thursday afternoons at 1:30 beginning Sept. 3rd. We held our Annual End-of-Summer picnic on Aug. 19th, which included balloon figures made by one of our new Volunteers, Hailey Halse. Hailey is a tenth grader at Valley Tech and is also being trained to assist when Bridget is absent. We have a winner for our "Name the Mascot" contest this summer. The winning entry: EINSTEIN. However, the individual who submitted the winning entry neglected to include their own name. As the summer winds down, September promises to be busy. The Homework Help Group will resume after school starts with some new High School Volunteers.

Next Meeting: September 28, 2015 @ 6:30 p.m.

Adjourned – time: 7:33 p.m. Motion to adjourn Linda, Seconded by Kerry.