

Meeting of the Board of Trustees – Menands Public Library

September 26, 2016

**Trustees Present:** Leslie Carolus, Joe Kelley, Linda DeDominicis, and Diana Praus

**Trustees Absent:** Judith Gladstone

**Also present:** Deborah Benoit

Meeting called to order at approximately 6:32 p.m.

Minutes from previous meeting of August 22, 2016 were reviewed – motion made by Joe to accept the minutes, seconded by Leslie and approved.

**Treasurer's Report:** Deborah submitted the reports for period 8/01/16 through 8/31/16. They were reviewed. Diana made a motion to accept the reports and Linda seconded it. Reported was an ending balance for July 2016 \$75,612.97 for the money market account and \$4,044.41 for checking.

Communications: none.

**Old/Unfinished Business:**

- **Maintenance spec of work:** nothing to report
- **Grants:** nothing to report
- **Capital Project:** Joe reported to architect that the board had okayed preliminary design for disabled accessibility project. No word yet from architect on next step.
- **Shed:** Nothing to report

**New Business:** Book sale organized for 2 weekends in October, Saturday 10/15 and Saturday, 10/29. Leslie will ask Presbyterian church to borrow a table. Joe has one he can lend to library. There is also a table available in the library for use. Diana will check about donation of cider and donuts.

**Reports:**

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

**Library Director's Report:** SEPTEMBER 2016

With summer reading winding down and many patrons on vacation, it was a quiet month. 2016's circulation was down some from 2015: 2746 vs. 2550.

I had a small film festival in summer that drew the usual patrons.

There was an upsurge in patrons asking of ESL help. Most of these speak Hindi and are adults. In the New Year, Upper Hudson will be offering the language learning on-line program Mango. This should address this situation.

In August Upper Hudson's catalog provider moved its mainframe of Utah to Syracuse. It caused very few problems of us but larger libraries had some issues.

App for downloading books will be available to all libraries in Upper Hudson network soon.

The light bulbs have been replaced.

Someone will have to be hired to shovel snow off the sidewalk and steps of the library. Linda will ask person from last year if he is still available. If so, the person can contact Leonard.

### **Children's Report:**

The Month In Review:

Story Time participation has dropped off quite a bit since the start of the school year. Some of my regular kids have started Kindergarten and can't come anymore. I purchased the materials to hold "Breakout" programs, which are sort of like scavenger hunts/mystery nights where the goal is to decipher the combinations of various locks and gain access to a box where a prize is concealed. I'll schedule the first one soon. I've started talking to the Schuyler Inn, which is a women's and family shelter on Broadway. I'll be going in on Wednesdays at 12:30 to hold story times there. They are also an organization that can take donations of quality used children's books, and I've found a home for a few of ours there. I've only solicited pumpkin donations from Price Chopper, but they've been so slow in getting back to me so I may have to ask elsewhere. Tutoring has started up again. I have tutors for Monday and Thursday, but I'm still trying to locate a tutor for Wednesday night.

The fall is off to an uneventful start.

Ted is taking part in a mentorship program through the Upper Hudson Library System on early literacy.

**Next Meeting: October 24, 2016 @ 6:30 p.m.**

**Adjourned – time: 7:10 p.m. Motion to adjourn Diana, Seconded by Leslie.**