

Meeting of the Board of Trustees – Menands Public Library

November 23, 2015

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

Meeting called to order at approximately 6:34 p.m.

Minutes from previous meeting of October 26, 2015 were reviewed – motion made by Joe to accept the minutes, seconded by Diana and approved.

Treasurer's Report: Deborah submitted the reports for period 10/01/15 through 10/31/15 they were reviewed, Kerry made a motion to accept the reports and Linda seconded it. Reported was an ending balance for October 2015 - \$173,560.44 for money market account and \$1,381.34 for checking.

Communications: None

Old/Unfinished Business:

- **Maintenance Spec of work:** Nothing to report
- **Grants:** Joe said we need to inquire if we can use some of the grant money to pay the architect fees.
- **Shed:** Threw out a few things, will get more done over the next few weeks.
- **Flowers:** Look at this in the spring, Joe made a suggestion that we purchase mums through the school next fall.
- **Conflict of Interest/Whistleblower Policies:** Joe made a motion to accept the conflict of interest and whistleblower policy and Leslie seconded it.
- **Exit Poll:** working on switching it over to google sheets
- **Google Drive:** Kerry will show Leslie how to get on.
- **Heat Issue:** Joe tried to get the pilot light to stay lite, thermocouple was bad, part hasn't been made since 1932, universal part did not work. Plumber came to look at it, He said we needed to replace the gas valve, while doing that the shut off valve broke, he replaced that as well, everything is working now.

New Business:

- **Terry's Replacement:** We will need to go through civil service unless we have someone in mind. We could advertise at school, in activities, and at upper hudson. Leonard will write up a job description.
- **Shoveling:** Tim is on board to shovel this winter but we will need to find someone for the 2017 winter season.

Executive session

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

Reports:

- **5 Year/Long Range Plan:** updated last paragraph under “planning environment”
- **Policy Handbook:**

Library Director's Report:

Youth Services Report:

December 2015

FAMILY NIGHT SPECIAL EVENT was attended by 12 children and a few of their parents. It was fun and I want to thank Diane Praus for stopping in to participate. We are all looking forward to the fun night in January with Victor the Clown. He will be putting on a show as well as creating balloon characters. There is no event planned as yet for February. If the next Youth Services person wants to continue, an idea I had is to play charades or have a trivia playoff with questions about books, movies etc. On December 17th we will have a small celebration with the Story Time children and with the Homework Help Group. I have some small gifts of appreciation for the Volunteers of our Homework group. I just want to add that it has been such a joy to be here and I hope everyone has a very wonderful holiday season

Next Meeting: January 25 @ 6:30 p.m. December's meeting is cancelled but we will meet for interviews as needed.

Adjourned – time: 7:24 p.m. Motion to adjourn Kerry, Seconded by Joe.