

Meeting of the Board of Trustees – Menands Public Library  
Date November 23, 2017

**Trustees Present:** Diana Praus, Judith Gladstone, Leslie Carolus, Joseph Kelley, and Johanna Clarke

**Meeting called to order:** approximately 6:30

Minutes from previous meeting were reviewed. Motion made by Johanna to accept the minutes and seconded by Joe and approved.

**Treasurer's Report:** Deborah submitted the report for the period 10/1/17 through 10/31/17. they were reviewed. Diana made a motion to accept the reports and Joe seconded it. Reported was an ending balance for October 2017 of \$138,620.57 for money market and \$69,181.89 in checking.

**Communications:** Diana notified the board that there was a request to approve a 1-year extension for the Upper Hudson Library System.

**Old/Unfinished Business:**

- **Tree Work** Tree work completed thanks to anonymous donor
- **Grants:** No word on grant proposal.
- **Maintenance:** Leak under sink taken care of. Mousetraps purchased to take care of rodent problem in staff/meeting room.
- **Policy Handbook:** tabled
- **3 Year/Long Range Plan:**  
Diana will chair the long-range planning committee.
- Board members worked on survey to be submitted to village residents and library patrons. Johanna will type up revised survey and present it to the board at the January meeting.
- Diana reported that the village will send surveys along with newsletter as long as the library gives advance notice.
- Discussion ensued about return of surveys. Johanna suggested we post survey on link with library website and village website. Leslie offered to discuss distribution of survey at the school. Boxes for completed surveys will be placed in the library, the school and village office possibly.

**New Business:**

- The one-year extension for the agreement between Menands Public Library and the Upper Hudson Library System (UHLS) was approved.

**November Library Director's Report:**

During the month the toilet backed up. It took the plumber two hours of great effort to break up the clog. He didn't know what it was other than it was tough to move. The sink in the kitchen-meeting-break room appears to be no longer leaking, but the blown-off shutter has not been put back.

Of the surveys you asked me to look over, I think #1 and #2 are good. What might be best is a consolidation of the two.

### **YOUTH SERVICES REPORT**

The big events this month were the Diwali party and the pumpkin carving party. Both were very well attended and I got a lot of positive feedback for each of them. I've spent more time and money than usual developing the catalog this month--Lisa Neumann stopped by and offered some tips on children's fiction, and I took them to heart by redoubling my efforts to have a smaller but better collection.

I have some story time regulars now, and that's been going very well. Each week I have a theme that has some educational or social/emotional component, and it's been very well received.

Game night continues to struggle, and the library seems even more lightly attended than usual. I put the puzzle table back out, which I had taken down during the chicken hatching program over the summer.

Tech support night has had a lot of interest lately, and I usually have at least one appointment per week now. I'm encouraged by my ability to make a difference in that area.

All in all, it's been quite a slow month here, and I'm hoping to offer some holiday-oriented activities in the days coming up.

**Next Meeting: Monday January 22 , 2018 @ 6:30 pm.**  
**Meeting adjourned: 7:30 pm.**  
**Motion to adjourn Joe, Seconded by Diana.**