

Meeting of the Board of Trustees – Menands Public Library

May 22, 2017

Trustees Present: Linda DeDominicis, Joseph Kelley and Diana Praus

Absent: Leslie Carolus and Judith Gladstone

Meeting called to order at approximately 6:42

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

Treasurer's Report: Deborah submitted the reports for period 4/1/17 through 4/30/17, and they were reviewed Joe made a motion to accept the reports and Linda seconded it. Reported was an ending balance for 4/30/17 \$132,156.05 for money market account and \$1,395 for checking.

Communications: none

Old/Unfinished Business:

- **Maintenance Spec of work:** Joe secured shed door with new padlock. Library outdoor workday scheduled for Saturday, June 3rd.
- **Grants:** no communication from Mr. Steck's office re LOB funding. Diana will check with Tim Burke about funding through UHLS.
- **Boiler repair:** Bill submitted for work done earlier this past winter for \$600.

New Business:

- **Board trustee position:** write-in. Joe has spoken informally with individual, and he will contact her formally.
- **Budget:** Joe attended public information meeting in May. He talked about the proposed construction plan to make library ADA-compliant.
- **Leadership change:** Diana Praus will become the library board president. Joe Kelley will remain board treasurer. Secretary of the board position is vacant at this time.

Reports:

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

Library Director's Report: MAY 2017

On May 17th, a Protection 1 technician inspected our burglar and fire alarm system. All went well.

There is a new document attached along with the other circulation reports. It shows how much e-content was borrowed by Menands cardholders during the first quarter of 2017. While there is a dramatic 90 % rise in audio

book borrowing, we have to remember the 2016 number was very low to begin with. Even a modest number of borrowed items would have a dramatic impact on percentage. E-books were down 15% from 2016, which is disappointing.

Hopefully you all got the email from the school's insurance provider that we are all covered by the school's policy.

Youth Services Report:

It's been a good month for youth services. I've finally gotten a core group of storytime goers back together after a while without anybody. Game night has slowed a bit, since many kids are in sports activities right now. ToyLab this month was successful, with four attendees making a kind of flip-up toy. I decided to make a more significant investment in Junior Library Guild, which is a subscription-based book vendor. That bill will come due in September for the amount of \$1040.90, which seems expensive, but that is made up for by the fact that it's collection development money that I would normally spend throughout the year, but this time it's basically a lump sum.

Right now I'm prepping for summer reading program, which we will kick off on the day of the ice cream social. I'll be running a similar program to the one I did last year, where children redeem tickets per half an hour of reading and those tickets go into a weekly raffle for Huck Finn's ride coupons. I have five programs planned in conjunction with the Menands Parks program, including the return of the chicken man, George Steele.

Next Meeting: Monday, June 26, 2017 @ 6:30 pm

Adjourned – time: 7:20 p.m. Motion to adjourn: Diana, Seconded by Linda.