

Meeting of the Board of Trustees – Menands Public Library

January 23, 2017

Trustees Present: Leslie Carolus, Linda DeDominicis, Judith Gladstone, Joseph Kelley and Diana Praus. Also present: Deborah Benoit.

Meeting called to order at approximately 6:30

Minutes from previous meeting of were reviewed – motion made by Diana to accept the minutes, seconded by Leslie and approved. 2

Treasurer's Report: Deborah submitted the reports for period 11/1/16 through 12/31/16. They were reviewed. Linda made a motion to accept the reports and Joe seconded it. Reported was an ending balance for October 2016 - \$167,631.17 for money market account and \$3274.14 for checking.

Communications: n/a

Old/Unfinished Business:

- **Maintenance Spec of work:** Furnace repaired. Pipe replaced for \$700-800. Joe did research into heating/AC contractors. The Roland J. Downs Company seems like the best choice at \$85/hr.
- **Grants:** Continuing discussion about disabled/accessible construction project. Assemblyman Steck's office has agreed to allow library to use \$25,000 grant for architectural fees. Even with assumed grant from Upper Hudson Library System, there is a gap of \$20,000 or more. Diana suggested asking for donations from area businesses like the Golub Corporation and members from the community. Contact with the Menands Village Board was also discussed. Diana will write rough draft of letter to mayor and circulate it for comments and suggestions. Diana will also research Golub Corporation website for information on requesting donations.
- **Shed:** tabled for now
- **Yearbook Ad** – Diana will contact Kerry Wroblewski about using same ad as last year and just update it.

New Business:

- **Book Sale:** Diana took some books on DVD to the Eddy Heritage House, but some discards still remain. Leslie offered to take remainder over to the Eddy. Judith will check with other area entities to see about donating hardcover books.

Reports:

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

Library Director's Report:

January 2017

It seems the problem with the boiler has finally been solved. Since the bad pipe has been replaced, the boiler no longer leaks and fills up by itself.

Thrift Books will be dealing with our left over books. We pack them up. They pick them up and share whatever, if they can, the sale.

I will not sugar coat it. Circulation has been poor. December 2015 was 2052 while December 2016 was 1383. Roughly a 33% drop! We currently have 1492 cardholders. At the end of 2015 we had 1328.

Youth Services Report for December and January

January and December were slow months. Game night has had some regular attendees, but the programming I put together for winter break only attracted one family. I'm planning a few events while school is out in February, and I'll be promoting them in the school and through the events letter soon. I'm going to have a science demonstration by Diana's friend, one of my teen volunteers will be showing people how to make duct tape wallets, and I'm trying to come up with one other maker/STEM event. I'm thinking it will be a coding-based event, possibly with a short intro session on Monday the 20th and then a follow-up on Friday.

I've spent \$569.92 on materials, and I feel like I've gotten more out of it now that I've reduced my reliance on Penworthy and begun buying laminated paperbacks from Baker and Taylor.

Next Meeting: February 27, 2017

Adjourned – time: 7:30p.m. Motion to adjourn by Linda, Seconded by Joe.