

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY
Monday 10 May 2010

PRESENT: Joyce Becker
Yolanda Caldwell
Penelope Koburger
Nancy Smith
John Sobiecki
Tamra Wright

Nancy Pieri, Director
Geoff Kirkpatrick, Assistant Director
Louise Grieco, recording secretary

GUESTS: John McCarthy, board candidate
Mitchell Goldstein, board candidate

The regular meeting was preceded at 6pm by presentation of the 2010-11 library budget. Treasurer Tamra Wright provided an overview.

Vice-president J. Sobiecki called the regular meeting to order at 6:10pm.

MINUTES

Minutes of the 12 April trustees meeting were approved as written, on a MOTION by P. Koburger with a second by N. Smith.

FINANCIAL REPORT

On a MOTION by T. Wright with a second by P. Koburger, the board approved the Financial Statement dated 30 April 2010 (Manual Disbursements for April: \$272,968.22; Cash Disbursements/Accounts Payable for May: \$52,405.23; Capital Projects Fund/Hand-Drawn Checks for April: \$343.00; Total: \$325,716.45).

BANK ACCOUNT RECONCILIATION REPORT

The board noted Bank Reconciliations for April 1-30.

TRANSFERS

There were no transfers.

PERSONNEL REPORT

The board noted the personnel report.

DIRECTOR'S REPORT

- The board noted the director's report.
- Skylight repairs seem to be holding; retainage will be paid soon.
- Staffing constraints remain an obstacle to increasing TV-18's recording of town meetings; G. Kirkpatrick suggested the town investigate government-access channel 17.

- Proposed digitization of the *Albany County Post* will be outsourced; this early 20th century publication focused primarily on Delmar and Bethlehem and contains local obituaries.
- The board expressed enthusiasm and support for the library's recent addition of wireless printing service.

UPPER HUDSON LIBRARY SYSTEM REPORT

- The 8th annual Riverway Storytelling Festival was a success.
- Trustees are invited to the UHLS annual meeting on June 9; guest speaker will be Jeff Cannell, NYS Assistant Commissioner of Education and former director of Albany Public Library.
- Director search has produced a short list of three candidates; interviews begin next week.
- Trustee of the Year has been chosen.

OLD BUSINESS

Marketing and fundraising committee

- The board reviewed logo designs from Erica Dievendorf of Fox Creative Services, and indicated their preferences and suggestions. Revised designs will be forwarded via email.
- A recent memorial donation will be used to purchase a concrete outdoor chess table. Chess and checkers pieces will be available for checkout.
- Exploration of purchase of additional memorial benches is ongoing; no decision has been made as to cost or fundraising options.

Fence

Three proposals were presented to replace the fence along the north side of the property. On a MOTION by Y. Caldwell with a second by N. Smith, the board authorized purchase from the lowest bidder.

Wayfinder sign

Three proposals were presented for a wayfinder sign to be placed at the "T" between parking lots 1 and 2. N. Pieri will ask Hanley Sign Company to revise their proposal to reflect minor text changes and a reduction in size (32" x 40").

Staff kitchen slider

Three proposals were presented for replacement of the glass slider door in the staff kitchen; the current door is 30 years old and original to the building. N. Pieri will request revised proposals stipulating a 36" door and bronze low-E tempered insulated glass.

NEW BUSINESS

Equipment/furniture requests

Improved AV equipment has augmented the community room facilities; installation of a similar system in the board room will provide a further service and convenience to community groups that use this technology.

PRESIDENT'S REPORT/ADVOCACY TOPIC

No report. Advocacy topic: budget/trustee vote on Tuesday May 18.

On a MOTION by T. Wright with a second by J. Becker, the meeting adjourned at 7:25pm.

Prepared by

Cosigned by

Louise Grieco, recording secretary

John Sobiecki, board vice-president