

Town of Berne Public Library Trustee's Report  
June 9, 2016

**Call to order** at 6:35pm In attendance : JoAnne Brady, Becky Waldenmaier, Janet Adams, Missy Worden, Ellen Doolin, Lisa Raymond, Ted Borys.  
Also present: Joe Golden, Town liaison, Kathy Stempel , youth services and Judy Petrosillo, Library Manager

**Secretary's report:\***

The May 12 report was reviewed in Marion Burghart's absence and a motion was made by Becky and 2<sup>nd</sup> by Missy to accept the report. Motion carried.

**Treasurer's report:\***

Janet reviewed the Deposits and Costs

There were question about the salaries and Ellen was helpful about explaining the financial budget and statements. Some research was done about the monthly salaries. Judy brought up that she had put in extra hours of work due to the recent flooding of the library. Joe assured her that those will be paid work hours outside of the normal library budget.

Ellen motioned to accept the treasures report and Lisa was the second. Motion carried.

**Payment of Bills:**

Time Warner	\$86.09
UHLS	10.00
Judy	113.00
Kathy	25.00
Voorh.Lib	116.00
Baker & Taylor	238.38
Post Office	138.00
Credit card	192.42

Motion was made by Lisa to accept the payment of bills. Second by Missy. Motion passed.

**Building and Maintenance:**

Concern for the work load for a town employee to do and increasing amount of various jobs was discussed. Judy pointed out that some jobs are of a more immediate nature. Judy expressed the need to replace the 4<sup>th</sup> awning window from the foyer, due to rotting of the casing. We all agreed that a carpenter or contractor should do this repair. Judy has elicited Nancy Lendrum's help in determining the scope of the masonry work. Hopefully the dedication ceremony for the tree and bench can be set for mid July.

**Youth Services:**

Kathy shared that the library received a grant for an early literacy program. The library will have access to software for the program for 3 years. The summer program was also presented.

### **Friends' Report**

Dr. Kolancheck made a donation to the Friends of the Berne Library from proceeds from his garage sale.

The book drop will be ordered and will be purchased by the Friends, it will hold 150 books. It will be installed to the go through wall in the foyer.

The float was well received at the parade, it won 1<sup>st</sup>. prize. Job well done.

### **Old Business:**

There was a motion to accept the revised bylaws by Janet, after there was a review of the bylaws. Seconded by Lisa.. Motion carried.

Additional committees are to be formed:

Internet policy, Ted, Lisa, Marion.

Manager evaluation, JoAnne, Missy and Becky.

Financial committee, Janet, Marion and Ted, as well as Judy.

Existing policies, Lisa and Ellen.

### **New Business:**

Ideas were discussed about the recent flooding, including the use of sand bags and the possible purchase of a moisture sensor to detect a problem.

Executive Session called at 8:50pm. Joe Golden and Kathy Stempel had left for the evening.

Regular session reconvened at 9:06.

*Sandra Clark Motion Ellen 2nd JoAnne*

It was agreed that Judy would approach the board to change a page position to a clerk position. With the understanding that this staff member would be "reachable" on the most recent residential list for library clerk from the Albany County Civil Service..

### **Manager's Report (see report)**

Judy explained the pro and cons of the current circulation policy regarding local request versus nonrequest of new items. It was decided not to change the current policy at this time.

Linked account authorization was also explained and a decision was made to initiate the process.

Meeting was adjourned at 9:08.