

MINUTES OF October 27, 2021 MEETING OF THE BOARD OF TRUSTEES
OF THE WILLIAM K. SANFORD TOWN LIBRARY

A meeting of the Board of Trustees of the William K. Sanford Library was held on Wednesday, October 27, 2021.

Attendance:

Present: Florence Abrams, Craig Blair, Mary Ellen Bolton, Donna Cramer-Sharer, Kimberly Fanniff, Keith Volsky. Excused Matthew Sissman

Also Present: Library Director Evelyn Neale, Town Board Liaison Linda Murphy and UHLS representative Marcy Savage

Call to Order: C. Blair called the meeting to order at 6:02 pm.

Public Comment:

Approval of the Minutes: The September board meeting minutes were approved upon a motion by D. Cramer-Sharer and seconded by K. Fanniff

Service Committee:

Opening Plan: A return to full programming started in October

Administration Committee:

Budget and Finance: Equipment about to be purchased for the Training Room. Some of this will be covered from budget, some from grants. Friends' grant will pay for 3D printer. Other grants will cover podcasting and other audio equipment.

Personnel line has money remaining as we only returned to normal hours on September 1st. Discussion of hiring part time positions that cover just the busiest months of the year was discussed.

Motion to accept financials made by K. Fanniff and seconded by F. Abrams.

Building and Grounds: All of the units on the roof good to go. No leaking at this time. Waiting for AV for the Training and Stedman Rooms. Boilers have been bought. They are not installed but progress is being made.

Personnel: Resolution made to promote Ian Welch to a part-time library aide effective Oct. 30 as made by M. E. Bolton and seconded by D. Cramer-Sharer

Resolution made to appoint Tai Filippelli as a part time library aide effective Nov. 1 was made by F. Abrams and seconded by K. Volsky.

Policy Committee:

Motion to accept Tutor Policy, Program Room Policy: Board Room Policy made by K. Fanniff and seconded by M. E. Bolton.

Director's Report. Invitation for the Colonie Memorial Day parade at the Crossings was made to the library. It is under consideration. Collection development duties were distributed and so far feedback has been positive.

Website feedback was asked for. Good layout and colors. Open meeting law effective Nov. 18 asks that information pertaining to meetings be posted on the website 24 hours prior to the meetings. Outline about the library was requested for the new administration coming in after the election.

UHLS-COLN: M. Savage complimented the website. She reported that the Oct 13 meeting of UHLS was about budget and that will be voted on at the Nov. 10 budget. There will be coming from the American Rescue Plan in amount of \$275,000 that may be used for inclusion and other projects. M. Savage attended training based on chapters of the handbook.

Friends of the Library: Annual meeting on Oct. 12. President and Vice President will continue in their roles. Successful book sale in October made over \$5,000. Had a free book giveaway on a Saturday. This leaves the shed looking organized.

Old Business: The giving tree is still in process. They are looking at the best way of representing the leaves. Mockup hoped for by Nov. 1st.

New Business: M. Sissman and his family would like to invite their family and friends to make donations in his mother's name to increase the amount available to purchase bilingual books for children in Spanish.

Board Comment:

Adjournment: The meeting was adjourned at 6:41 pm upon a motion by K. Fanniff and seconded by K. Volsky.

Next Meeting: Our next meeting will be held Nov. 17, 2021. The Dec. meeting moved to Dec. 15, 2021.

Respectfully Submitted,

Mary Ellen Bolton
Secretary