

MINUTES OF MARCH 22, 2023 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, March 22, 2023.

Attendance:

Present: Craig Blair, Mary Ellen Bolton, Cara Bronner, Donna Cramer-Sharer, Kimberly Fanniff, Keith Volsky

Also Present: Director Evelyn Neale and Town Liaison Jeff Madden

Absent: Eric Phillips and Marcy Savage, COLN UHLS Rep

Call to Order: D. Cramer-Sharer called the meeting to order at 6:02 pm.

Public Comment:

Oath of Office:

Approval of Minutes: A motion to approve the February board meeting minutes was made by K. Fanniff and seconded by C. Blair.

Committees:

Service Committee: Maker Space policies being developed.

Youth Services: Youth Services grants submitted last week.

Administration Committee:

Budget and Finance: Year is 22% gone. LLSA grant came in amount of \$2,535. Motion to approve the financial report made by C. Blair, seconded by K. Volsky.

Building and Grounds: Tree cleanup after storm went well. Recycling bin for softcover books and cardboard is coming from the Town for Twin Bridges pick up. Hardcover books can not be recycled. Bid for pavement came in today on the cost for parking lot. Waiting on EV chargers for the front lot—grants are still outstanding from the state. Issues with telephone lines to identify which lines are being used and which are no longer used. Cleaning up data and phone lines.

Quotes for sheds are in. Once that's done, the upstairs can be cleaned out. Space will be painted and prepared for possible use by Town Historian.

Personnel: Resolution to provisionally approve Ian Welch as a full-time library technology assistant effective March 27, 2023. Motion to approve made by M.E. Bolton, seconded by C. Bronner. Librarian I position (digital services librarian) is posted and canvassed.

Policy Committee: Maker Space policies will be distributed next month.

Director's Report: Director met with Town Supervisor about future staffing. Overdrive app going away, Libby taking over. SALS and MVLS will now allow borrowing of digital contents. Evelyn will be on vacation April 13-25th.

UHLS: Marcy sent Evelyn a report which she relayed to us. NYLA Lobby Day a success. Library Expedition is running April to June. Kickoff in Colonie is April 7th.

Friends of the Library: Friends did not meet because of the weather.

Old Business:

New Business: Tim Burke from Upper Hudson has been invited to our May meeting to discuss expectations for interviewing for new library director. Consider whether you would like to be on the interviewing committee.

Board Comment:

Adjournment: The meeting was adjourned at 7:04 pm upon a motion by C. Blair and seconded by K. Fanniff.

Next Meeting: The next meeting is on Wednesday, April 26 at 6 pm **at the William K. Sanford Town Library**. There is no virtual option for Board members.

Respectfully Submitted,

Mary Ellen Bolton
Secretary