

MINUTES OF APRIL 26, 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, April 26, 2023.

Attendance:

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

Also Present: Director Evelyn Neale and Marcy Savage, COLN UHLS Rep

Absent: Craig Blair, Jeff Madden, Town Liaison

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

Public Comment:

Oath of Office: E. Phillips will stop at the library to have his oath of office notarized.

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

Committees:

Service Committee: Maker Space policies being developed.

Administration Committee:

Budget and Finance: Year is 35% over. On target for expenditures. New computers were purchased for the staff. Motion to approve the financial report made by K. Fanniff, seconded by K. Volsky.

Building and Grounds: Library Renovations Project Summary distributed. Storage issues for accommodating the town historian are being addressed. Parking lot also needs to be done. We did not get the state grant for the EV chargers. Evelyn is exploring other options and we will discuss in May. Recycling options are being pursued. Garden volunteers are back, and gardens are looking good! Bicycle repair station is now available.

Personnel: Resolution made to approve Karrie McLellan as a Full-time Librarian I effective May 22, 2023 was made by K. Volsky, and seconded by K. Fanniff. Resolution to approve Sara Oakley as a seasonal part-time library program aide effective June 12, 2023 was made by K. Fanniff, seconded by C. Bronner. Resolution to approve Alysia Abrams as a seasonal part-time library program aide effective May 8, 2023 was made by C. Bronner, and seconded by K. Fanniff. Library intern will be returning for the summer. Cynthia L. Seim submitted her retirement letter effective May 22, 2023. Librarian I position for youth advisory has been posted and canvased.

Policy Committee: Evelyn distributed the Maker Lab Policy for the first reading. The town attorney is also reviewing it. Discussion about different viewpoints of what a maker lab was held.

Director's Report William K. Sanford Library won best library award for the 8th year in Times Union. High School Youth Advisory board had a productive day at the Hope Club in April. May 4th is their last meeting and certificates will be distributed. Town historian move has made progress. Repair Café on Saturday served 60 people. New bike station is now available outside. William K. Sanford Library got a positive mention in the

NYT Wirecutter issue on Earth Day. Annual report for 2022 to the community has gone out. Summer reading club kickoff is June 27th. T-shirt design done in house. Theme is All Together Now!

UHLS: Marcy Savage reported Library Expedition started April 3. September 13 will be the end celebration for this program. Upper Hudson 62nd Annual Celebration will be June 14, 2023 at Brown's Revolution Hall. Waiting for state budget to finalize for final numbers on how libraries will be affected. Responding to Challenges training series done by Upper Hudson was distributed by D. Cramer-Sharer via email prior to the meeting.

Friends of the Library: Friends met on April 11th. Current balance is \$108,929.71. Recycling is still an issue that Evelyn is trying to resolve. Friends want to change bylaws to include virtual options and may change the annual membership dates to make it less confusing to members. Book Nook opens on May 20th.

Old Business: D. Cramer-Sharer distributed Suggested Search/Interview Process pages to review before Tim Burke comes in to discuss hiring a new director at next month's meeting.

New Business:

Board Comment:

Adjournment: The meeting was adjourned at 6:59 pm upon a motion by C. Bronner and seconded by K. Fanniff.

Next Meeting: The next meeting is on Wednesday, May 24 at 6 pm at the William K. Sanford Town Library. There is no virtual option for Board members.

Respectfully Submitted,

Mary Ellen Bolton
Secretary