

The William K. Sanford Town Library Board of Trustees
Minutes

Meeting Date: May 22nd, 2024

Time (Start and End): 6pm

Location: 629 Albany-Shaker Rd, Loudonville, NY 12211, Maker Lab

Invitees: Cara Bronner, Donna Cramer-Sharer, Kimberly Fanniff, Eric Phillips, Jamie Sbardella, Matthew D. Sissman, Keith Volsky, Jeff Madden, TOC Representative, Marcy Savage, COLN Representative to UHLS, Elissa Valente, Library Director

Absent: Cara Bronner (excused), Jamie Sbardella, Eric Phillips

Absent: Marcy Savage, Jeff Madden

1. Attendance
2. Call to Order 6:01pm by D.Cramer-Sharer
3. Approval of Minutes – A motion to approve the April board meeting minutes was made by K. Fanniff and seconded by M. Sissman. Passed unanimously.
4. Staff presentation – New Library Calendar/Technology Library Market, presented by Karrie McLellan.
5. Director's Report – Report in packet.
 - a. Building and Grounds
 - b. Personnel – Principal Library Clerk promotions for current Library staff members Tracy Sidoti and Ryan Moore for May 28th, a motion made by Kim Fanniff to approve, Keith Volsky seconded. Unanimously approved. Library Assistant position update; 3 applicants, interviews to be scheduled.
 - c. Budget and Finance – M. Sissman moved to accept the financials as presented, K. Volsky Seconded. Unanimously approved.
 - d. Day to Day – Update on policy procedure for new scheduling software, K. Volsky moved to accept, seconded by M. Sissman. Christmas Eve – change in library opening hours, K. Fanniff moved, M. Sissman seconded the resolution. Unanimously approved. Operating hours adjusted from 10am-2pm to 10am-5pm.
 - e. Town Impacts - NA
 - f. Public Requests - NA
 - g. Proud Moment – Won Times Union Best Library in the Capital Region for the 9th year. UHLS Annual Meeting Award - Program award for Practicing Conversational English
 - h. Friends of the Library
6. UHLS Report - Report in packet.
 - a. UHLS Award Announcement and Annual Celebration – Discussed upcoming event.
7. President's Report – Trustee training reminder; staff luncheon went well. June will be our last meeting before the summer break.

The Colonie Town Library empowers people of all ages and abilities to connect, learn, and grow by providing access to lifelong learning, technology, cultural programming, and promoting the joy of reading.



8. Committee Reports – No committee reports at this time.
9. Unfinished Business – New program by UHLS – Books by Mail, free postage for visually impaired individuals for materials that assist with the utilization of accessible library materials. Patron issue – police were called for a patron who was being disruptive on the library property. He will be issued a time-period ban.
10. New Business
11. Board Comment – Kim wishes Elissa a Happy Birthday.
12. Public Comment – No comment.
13. Adjournment 7:07pm by D. Cramer-Sharer

Submitted by:

Keith Volsky

Next Meeting: June 26th, 2024, 6pm