

William K. Sanford Town Library Board Minutes

Meeting Information

Meeting Date: March 18, 2026

Time: 6:00 P.M.

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

Invitees

Cara Bronner, Donna Cramer-Sharer, Dibian Pick, Ashley Ruede, Jamie Spardella, Marcy Savage, Lily Wei, Elissa Valente, Library Director, Tracy Connolly, Senior Town Attorney, Joel Weingarten, Town Board Liaison

Agenda

1. Attendance

Cara Bronner, Donna Cramer-Sharer, Dibian Pick, Ashley Ruede, Jamie Spardella, Lily Wei, Elissa Valente, Joel Weingarten

Excused: Marcy Savage

2. Call to Order 6:01pm

3. Approval of Minutes

- a. Motion to approve February 2026 minutes- D. Pick. Second- L. Wei. Unanimously approved.

4. Director's Report

a. Building and Grounds

- i. Self check-out is open to the public, press release has been sent out
- ii. Assessment of HVAC and window was initiated with Barton and Loguidice Engineering
- iii. Screens have arrived for the Quiet Room and upstairs

b. Personnel

- i. Proposed staffing for 2027

c. Budget and Finance

- i. Motion to approve budget and finance- J. Sbardella. Second- A. Ruede. Unanimously approved.
- ii. Plan for construction grant cycle for 2027

d. Day to Day

- i. 50th Anniversary Update
- ii. 28 Day loan rule on new non-fiction books
 - 1. Motion to approve a resolution to the revising of the 28 day loan rule for new non-fiction books to a 14 day loan made by C. Bronner. Seconded to D. Pick. Unanimously approved.
- iii. NYS Minimum Standards Amendment
- iv. Upcoming Annual Report

e. Town Impacts

- i. Hours of operation on 4/17 will be 10am-2pm to allow for gala staggering
- ii. Press release

The Colonie Library welcomes and empowers people of all ages and abilities to connect, learn, and grow.



- iii. Speakers at the Gala
- f. Public Reports
 - i. None
- g. Proud Moment
 - i. Award to be announced
- h. Friends of the Library
 - i. Pop up sale
 - ii. Insurance
- 5. Upper Hudson Library System
 - a. Mary Fellows' retirement
- 6. President's Report
 - a. Upcoming trainings
 - b. 6/18 CORE Training
- 7. Committee Reports
 - a. Motion to approve New Community Bulletin Board Policy made by D. Pick. Second J. Sbardella. Unnanimously approved.
- 8. Unfinished Business
 - a. None
- 9. New Business
 - a. None
- 10. Board Comment
 - a. D. Pick- acknowledgement of Elissa's work on the new check out and the press release
- 11. Public Comment
 - a. None
- 12. Adjournment 7:04pm

Next Meeting

April 22, 2026 at 6:00 P.M.



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