

**MINUTES**  
**VOORHEESVILLE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**21 SEPTEMBER 2009**

Richard Ramsey, President called the regular meeting of the Library Board of Trustees to order at 7:15 PM on Monday, September 21, 2009. There was no August Board Meeting.

Attending: Richard Ramsey, President; Robert Kent, Vice-President; Robert Parmenter, Treasurer; Rebecca Pahl, Rita Stein and Gail Sacco, Clerk

**MINUTES:** The minutes of the meeting held on July 20, 2009 were presented to the Board.

M (RP) S (RK) P: TO APPROVE THE MINUTES FOR THE MEETING OF JULY 20, 2009.

**FINANCIAL: WARRANTS:** Warrant 1A (July 21-31, 2009) was presented to the Board. Warrant 1A for the operating fund totaled \$14,631.66.

M (RCP) S (RS) P: APPROVE FOR PAYMENT WARRANT 1A OF \$14,631.66 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Warrant 2 (August 1-31, 2009) was presented to the Board. Warrant 2 for the operating fund totaled \$31,360.64.

M (RCP) S (RS) P: APPROVE FOR PAYMENT WARRANT 2 OF \$31,360.64 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

Warrant 3 (September 1-21, 2009) was presented to the Board. Warrant 3 for the operating fund totaled \$13,861.39.

M (RCP) S (RS) P: APPROVE FOR PAYMENT WARRANT 3 OF \$13,861.39 FROM OPERATING FUNDS. SAID WARRANT IS FILED WITH THE OFFICIAL MINUTES OF THIS MEETING.

**TREASURER'S REPORT:** The July 2009 Treasurer's Report was presented to the Board.

M (RCP) S (RS) P: TO ACCEPT THE JULY 2009 TREASURER'S REPORT OF \$50,070.78 IN THE CHECKING ACCOUNT, \$150,071.88 IN TEMPORARY INVESTMENTS, \$55,278.94 IN THE BUILDING FUND AND \$3,776.60 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$259,198.20.

The Treasurer's Report for August 2009 was presented to the Board.

M (RCP) S (RS) P: TO ACCEPT THE AUGUST 2009 TREASURER'S REPORT OF \$36,601.84 IN THE CHECKING ACCOUNT, \$90,100.41 IN TEMPORARY INVESTMENTS, \$55,278.94 IN THE BUILDING FUND AND \$3,729.26 IN THE MEMORIAL ACCOUNT FOR TOTAL FUNDS OF \$185,710.45.

**Budget 2010-11:** The Trustees directed Gail Sacco to gather information regarding health insurance for retired library employees.

**DIRECTOR'S REPORT:**

**Flu:** There is widespread concern that this fall and winter will see an epidemic of the H1N1 virus and consequently the librarians have been discussing ways to provide service while minimizing the spread of the germs. There will be four hand sanitizers placed around the building for use by both staff and public. In addition, the computers will be wiped down regularly. Gail Sacco then presented some draft guidelines which link provision of youth services with the actions of the school district. The Trustees agreed with the guidelines and asked Sacco to present them as a policy for acceptance at the next Board meeting.

Personnel:

M (RP) S (RCP) P: THE BOARD OF TRUSTEES STRONGLY ENCOURAGES ALL STAFF TO GET THIS YEAR'S HINI INNOCULATION. IF THE STAFF MEMBER IS NOT COVERED BY INSURANCE AND MUST PAY FOR THE INNOCULATION, THE LIBRARY WILL REIMBURSE THE STAFF MEMBER UP TO \$10 TOWARDS THE COST. PAYMENT WILL BE AFTER THE INNOCULATION HAS BEEN GIVEN TO THE EMPLOYEE AND APPROPRIATE DOCUMENTATION IS RECEIVED BY THE LIBRARY.

M (RCP) S (RK) P: TO APPOINT THE FOLLOWING PEOPLE AS PAGES IN THE VOORHEESVILLE PUBLIC LIBRARY:

Kathleen McArdle, Robert Feeney and Matthew Morley

Services: The Trustees discussed the Small Town Friends Festival, which had approximately 600 participants. Rebecca Pahl pointed out the Kill A Watt EZ power meter, model P4460. This is an easy to use meter that calculates electric usage and cost of household appliances.

Building: The air conditioning repair was deferred until next spring because the cooling season is coming to an end and the air conditioning has been acceptable.

Gail Sacco requested authorization to build a French drain with a pipe leading to the sewer drain in the swale which is on the edge of the front driveway for a cost of \$4,500. The lack of adequate drainage creates standing water which erodes the driveway and creates holes and cracks in the macadam during the summer. In the winter, the water freezes and creates icy areas.

M (RCP) S (RP) P: TO CONSTRUCT A FRENCH DRAIN IN THE SWALE FOR UP TO \$4,500.

M (RP) S (RS) P: TO ACCEPT THE DIRECTOR'S REPORT.

**OLD BUSINESS:**

Building Expansion: The Trustees decided that the next joint meeting will be scheduled for the beginning of November.

**NEW BUSINESS:**

UHLS Resolution: The Board of the Upper Hudson Library System (UHLS) would like to change the required number of times that the Automated Service Committee meets from 12 per year to 6 per year. Since the meeting frequency is in the UHLAN contract, resolutions must be passed by all member library boards.

M (RCP) S (RS) P: We support the proposed amendment to Appendix I of the UHLAN contract which will immediately change the first sentence of the paragraph dealing with MEETINGS from "The Committee will meet at least ten times per year, preferably monthly." to "The Committee will meet at least six times per year."

M (RS) S (RCP) P: TO ADJOURN THE MEETING.

The meeting was adjourned at 9:00 PM. The next meeting will be held on OCTOBER 19, 2009 AT 7:00 PM in the library.

Respectfully submitted,

Gail Alter Sacco, Clerk