

Meeting of the Board of Directors  
Of the Mechanicville District Public Library  
Held at the Library, 190 N. Main Street  
Mechanicville, NY 12118  
January 17, 2015 @ 9:00am  
Reading Room

Present

Sam Carabis  
Tom Golden  
Marilyn Erano  
Laura Fisher  
Michelle Duell

Absent

Andrea DiDomenico  
Jim Levesque

- I. President Carabis called the meeting to order at 9:04am
- II. Tom made a motion to approve the minutes from the December 20, 2014 meeting, seconded by Marilyn.
- III. Correspondence: Unique continues with a 50% on returns. Letter from City regarding 100<sup>th</sup> Anniversary Ad. Tom made a motion for an half a page ad in the amount of \$100.00, Marilyn seconded.
- IV. Financial: Tom read into the minutes Warrant 12 in the amount of \$18,034.30 for 16 claims, Marilyn seconded. Tom read into the minutes Warrant 13 in the amount of \$8,869.15 for 11 claims, Marilyn seconded. Received Refund of \$3,621.79 from IRS for contributing towards Health Insurance. Review of the Budget.
- V. Building and Grounds: NYSERDA came in and did an evaluation of the Library for heat loss Library is waiting for the report. Tom made a motion for the Sam to meet with Jim Cox once the NYSERDA report comes back, Marilyn seconded. Marilyn made a motion to hire ESCO for the maintenance of the HVAC at a cost no more than \$2300/ year, Tom seconded. Security Cameras: Intervid has not returned phone calls or emails. A call was put into Wolf Security.
- VI. Policy: Employee Handbook was discussed and new rules and regulations regarding Libraries will be added.
- VII. Old Business: Heritage Quest and Ancestry.com are up and running for patron use.
- VIII. New Business: Next meeting date will be February 21, 2015.
- IX. Executive Session: Board went into Executive Session at 10:25am. Returned from Executive Session at 11:00am.
- X. Adjournment: Marilyn made a motion to adjourn at 11:00am, Jim seconded.