

Meeting of the Board of Directors
Of the Mechanicville District Public Library
Held at the Library, 190 N. Main Street
Mechanicville, NY 12118
October 18, 2014 @ 9:00am
Reading Room

Present

Tom Golden
Jim Levesque
Andrea DiDomenico
Marilyn Erano
Laura Fisher
Michelle Duell

Absent

Sam Carabis

- I. Vice President Golden called the meeting to order at 9:02am
- II. Marilyn made a motion to approve the minutes from the May 10, 2014 meeting, seconded by Jim.
- III. Correspondence: Unique continues with a 46% on returns.
- IV. Financial: Andrea read into the minutes Warrant 224 in the amount of \$13,578.86 for 16 claims, Jim seconded. Marilyn read into the minutes Warrant 25 in the amount of \$2,717.67 for 9 claims, Andrea seconded. Marilyn read into the minutes Warrant 1 in the amount of \$14,804.74 for 16 claims, Andrea seconded. Marilyn read into the minutes Warrant 2 in the amount of \$12,910.03 for 14 claims, Andrea seconded. Marilyn read into the minutes Warrant 3 in the amount of \$9,397.83 for 17 claims, Jim seconded. Andrea read into the minutes Warrant 4 in the amount of \$15,674.03 for 13 claims, Jim seconded. Andrea read into the minutes Warrant 5 in the amount of \$20,818.14 for 16 claims, Marilyn seconded. Marilyn read into the minutes Warrant 6 in the amount of \$15,083.00 for 14 claims, Andrea seconded. Andrea read into the minutes Warrant 7 in the amount of \$9,404.77 for 13 claims, Jim seconded. Andrea read into the minutes Warrant 1 – Gift and Endowment in the amount of \$2,050.00 for 3 claims, Marilyn seconded. Andrea read into the minutes Warrant 2 – Gift and Endowment in the amount of \$926.00 for 2 claims, Jim seconded. Marilyn read into the minutes Warrant 3 – Gift and Endowment in the amount of \$1,600.00 for 3 claims, Jim seconded. Andrea read into the minutes Warrant 12 – Construction in the amount of \$5,665.25 for 2 claims, Marilyn seconded. Andrea read into the minutes 15 resolutions for fiscal year 2013-2014 seconded by Jim
TD Bank Accounts Restructuring - Needed restructure as there is now a \$25.00/mo. fine if accounts fall below 145K. Michelle estimates a fine no larger than \$100 per fiscal year due to the fact that the Library tax money comes after the close of our fiscal year. The Audit took place on 9/23/14. The State AUD report has been submitted on 8/30/14. Andrea read into the minutes that the Library purchase the ADP – Human Resource Software which tracks vacation, sick and personal time along with updating the personnel handbook as that regulations change at State and Federal level. Received June, July August Statements from BPD along with information regarding the Debt and School District. Received check in the amount of \$2,505 from Local Library Service Aid (LLSA). Received check in the amount of \$1000 from State Farm for the Friends Group. Received check in the amount of \$5600.70 from IDA. Received grant funds in the amount \$3000.00 from SPAF for Concert series. Received checks in the amount of \$3.34 and \$9.67 form Book Prospector. Received check in the amount of \$25.00 from Eleana Burdick for use of

the Reading Room. Received check in the amount of \$100.00 from Harriet Lonstein which will go toward Adult Fiction books. Received grant funds in the amount of \$103.34 from SCYB for summer programs.

- V. Building and Grounds: Greco sent pictures of the louvre that was insulated. Board went over Intervid's quote and Security Camera information and decided Intervid should come in and do a demonstration.
- VI. Personnel: Jim read into the minutes to hire Barbara Frasier for the position of clerk as of June 2, 2014, accepted Brenda Thompkins resignation as of September 1, 2014, hire Gerard Dekker for the position of clerk as of September 15, 2014, accept the resignation of Gerard Dekker as of September 19, 2014, hire Heather Hullett for the position of clerk as of September 22, 2014, Andrea seconded.
- VII. Programs: The library held 62 programs this summer which included the Summer reading kick-off, 6 concerts, 6 library programs, 8 storytimes, 7 outreach programs per week for 6 weeks. 125 children registered, 98 children were from outreach programs and 150 books were read. Total of all events cost \$7975.06, library received \$4,450.38 in grants and donations toward these programs. Scientific Learning is up for renewal. Michelle reported on the stats from last year regarding the Fast for Word. 10 children have signed up and are using the program. Marilyn read into the minutes to renew Fast for Word, Jim seconded.
- VIII. Old Business:
- IX. New Business: The Library would like to purchase a new Digital Imaging – Micro Image Machine as the Micro Film reader died. Marilyn read into the minutes to purchase the new Micro Imaging machine, seconded by Jim. Next meeting date will be November 15, 2014.
- X. Adjournment: Marilyn made a motion to adjourn at 10:15am, Andrea seconded.