

Meeting of the Board of Directors
Of the Mechanicville District Public Library
Held at the Library, 190 N. Main Street
Mechanicville, NY 12118
January 21 2016 @ 4:00pm
Reading Room

Present

Sam Carabis
Tom Golden
Andrea DiDomenico
Joan Rocco
Laura Fisher
Carol Geary

Absent

Guest
Dave Hicks

- I. President Carabis called the meeting to order at 4:00pm
- II. Tom made a motion to approve the minutes from the December 19, 2015 meeting, seconded by Joan.
- III. Guest: Sara Dallas. Sara informed the board regarding the Plan of Service Meeting on March 9, 2016 and what it entails. Member Library Directors and Board Members will meet to discuss how libraries can meet the needs of their communities. How staff, Boards, and Sals will play a role in meeting these needs. Sara also spoke to us about long range plans and the SALS and Construction grants that are available.
- IV. Correspondence: Received Thank you card from Chamber Angels for help with their Christmas wish list for area children.
- V. Financial: Tom read into the minutes Warrant 12 in the amount of \$21,189.40 for 14 claims, Andrea seconded. Tom read into the minutes Warrant 13 in the amount of \$11,447.62 for 13 claims, Joan seconded. Received check from Book Prospector in the amount of \$3.60. Income tax return –IRS sent letter as there was an error regarding the Credit for Small Employer Health Insurance Premiums on Form 8941. The Market Place Identifier was not included. Starks and Basila have amended the form. Sam signed return. Bank Account Signature Cards. James Levesque was taken off of accounts Joan Rocco, Financial Officer, Laura Fisher, Director and Michelle Duell, Treasurer signed new signature cards for accounts. Budget – Sara Dallas spoke regarding the Budget and to keep in mind Governor Cuomo’s minimum wage increase of \$15.00 over the next few years.
- VI. Building and Grounds: Minolta Film Reader disposal. Tom made a motion to dispose of excess Library inventory (Minolta Film Reader) and gave Dennis Coleman authorization to remove Reader at no cost. Children’s Tables – tables in children’s section are coming apart. Emailed Yvonne Derr of Educational Furnishings 12/22/15. She has not replied. Will call Manufacturer Moen Woodworks.
- VII. Personnel: No Report
- VIII. Old Business: Discussed the 50th Anniversary of the Library. Tom made a motion to order Save the Date Cards and Invitations from Vistaprints at a price no more than \$300.00. SALS Plan of Service Meeting 3/9/16 @ 9am-4pm at the Marriott Courtyard.
- IX. New Business: Next meeting date will be February 18, 2016. Long Range plans – updating restrooms to ADA compliant and landscaping. Sara

suggested the depending on the amount the NYS Construction grant might be a good fit. The SALS grant might be a good fit for the landscaping.

- X. Executive Session: Tom made a motion to go into executive session at 4:55pm to discuss staff and safety procedures relating to patrons, Andrea seconded. Tom made motion to exit executive session at 5:10pm, Andrea seconded.
- XI. Adjournment: Tom made a motion to adjourn at 5:10pm, Andrea seconded.