

Regular Meeting of the Board of Trustees
Of the Mechanicville District Public Library
Held at the Library, 190 North Main Street
Mechanicville NY 12118
October 21, 2017 @ 9:00 AM

Present

Sam Carabis
Tom Golden
Joan Rocco
Marilyn Erano
Andrea DiDomenico
Michelle Duell

Absent

Guest

Chris Toia
Dave Hicks

- I. President Carabis called the meeting to order at 9:00 AM.
- II. Joan made a motion to approve the minutes from the September meeting, seconded by Marilyn.
- III. Correspondence: Unique Collection Report, Kimberly Henry provided a program on clean eating and send a note of thanks.
- IV. Director's Report: Summer statistics, , Upcoming programs, Farmers Market was a success some vendors have expressed interest in coming once a month from Jan until the market reopens in June 2018, Security Workshop at SALS, close for the day to do training and remain open on Veterans Day. Friends Bus trip is sold out. Attended the Economic Summit on 10/19 at the Elks Lodge. NYLA Conference will be on 11/8-11/11 in Saratoga. Community Change Agents with MACSC, only 6 libraries in the state were chosen and we are one of them. This initiative will last 1 year with 4 meetings in person and monthly meetings via the internet.
- V. Financial Reports: Warrant 5 for 9 Claims in the amount of \$14,432.09 motion to accept by Andrea seconded by Tom. Warrant 6 for 12 Claims in the amount of \$10836.80 Tom made a motion to accept and seconded by Joan. Warrant 7 for 15 Claims in the amount of \$14,331.30 Marilyn made a motion to accept, seconded by Andrea. Received tax levy payment from the school in the amount of \$340,378.04. Audit has been provided by Starks & Basilla Firm. We received \$570.00 in donations in Memory of Lucy Golden. Donation of \$310.00 to purchase a Cricut. This will be used for our make and take programs for both teens, adults and children. Received proposal from Paychex. Andrea suggested that we reach out to ADP to see if they will counter the proposal.
- VI. Building and Grounds: Tree removal quote from Salvadore Tree Service and trimming of 2 trees in the amount of \$500.00. Tom made a motion to accept, seconded by Marilyn. HVAC contract to maintain the HVAC units in the library. Received quotes from Esco and Midstate Heating & Cooling. Andrea made a motion that we accept Midstate at 4x a year with a cost of \$2,860.00, seconded by Tom. SALS Grant is open to help offset construction project. Chris Toia from Integra LED brought forth a proposal to replace all lights to LED. Total cost of the project is \$12,102.69 with a savings of \$3,293.37 annually in energy cost. This project will be contingent on the receiving of grant money from SALS.

- VII. Personnel: Laurie Salmon resigned from her position effective November 15, 2017. Heather Clements and Jessica Baker will be picking up these hours and we will not be hiring a replacement. Civil Service Clerk test will be given on December 2, 2017.
- VIII. New Business: Security camera estimate will price out and look at other systems and the monthly monitoring cost. Next meeting date is November 18, 2017 @ 9 AM
- IX. Adjournment: Andrea made a motion to adjourn at 10:30 AM seconded by Tom.