

Regular Meeting of the Board of Trustees
Of the Mechanicville District Public Library
Held at the Library, 190 North Main Street
Mechanicville NY 12118
March 18, 2024 @ 6:00 PM

DRAFT

<u>Present</u>	<u>Absent</u>	<u>Guest</u>
Marilyn Erano Ann Gaetano Debby Izzo Dawnmarie Robens Michelle Duell	Megan Quillinan	

- I. President Erano called the meeting to order at 6:00 PM.
- II. Approval of Agenda – Ann made a motion, seconded by Dawn, all in favor
- III. Meeting was open for Public Comment – There were none
- IV. Approval of Minutes February 26, 2024 motion made by Debby, seconded by Dawn
- V. Correspondence: NONE
- VI. Directors Report:
 - A. February stats
 - B. Upcoming programs
 - C. SALS Construction Grant is open, discussion on if we would apply and what we would apply for. It was decided that we would apply for the Construction Grant from SALS. If awarded the monies would be spent on hiring Paul Mays Architect to create plans of a more user friendly library.
- VII. Financial:
 - A. Warrant 16 for 15 Claims in the amount of \$16,576.26 motion made by Marilyn, seconded by Dawn, all in favor.
 - B. Warrant 17 for 13 Claims in the amount of \$12,964.96, motion made by Marilyn, seconded by Debby, all in favor.
 - C. Budget 2024-2025 Motion to accept the budget was made by Ann and seconded by Debby. The budget will not go to the taxpayers to vote in the month of May.
- VIII. Building and Grounds: New water bottle filler station has been installed. Polyset purchased the station and installed it for the library free of charge. This was part of the Leap of Kindness Event with the Saratoga County Chamber of Commerce.
- IX. Personnel:
 - A. There have been some issues with staff, 3 staff members have been placed on Performance Improvement Plans.
 - B. Emma Oest Resignation effective March 31, 2024, motion to accept made by Marilyn, seconded by Debby.
 - C. Changing staff layout to include 2 Pages in our workforce who will shelve books, straighten shelves and prep crafts. Rather than hire a clerk to replace Emma Oest resigning.
- X. New Business
 - A. Election for Megan Quillinan
 - B. NYS Tax Cap report submitted
- XI. MDPL Friends Group: Bus trip to Boston is being planned
- XII. Public Comment: NONE
- XIII. Next Board meeting: April 15, 2024 @ 9 AM
- XIV. Adjournment: at 7:06 PM motion made by Dawn and seconded by Ann, all in favor