

ALTAMONT FREE LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
August 12, 2013

Present: Sally Dague, Ruth Dickinson, Bob Haggerty, Betty Ketcham, Tony Kossmann, Christine Lennard, Amy Martin, ~~Tracy Russell~~, Craig Sargent, Pat Spohr, Michelle Stevens, Yvette Terplak, Judith Wines

Absent: Christine Carpenter, Christine Capuano, and Natalie Schipano

Guest: Tom Gessick

President Sally Dague called the meeting to order at 6:58. The first order of business was a round of congratulations to our librarian Judith Wines for being the recipient of the New York State Library Association's 2013 Marion Moshier/Asa Wynkoop Distinguished Librarianship Award for Public Libraries. Judith will receive this award at the NYLA conference being held the 4th week in September.

Sally introduced Tom Gessick of T. M. Byxbee Company, who reviewed the library's 2012 audit report. Tom started out by complementing treasurer Betty Ketcham for her work with his company in prepping the audit and stated that the report was very "clean." No concerns were brought forward concerning the state of the library's finances. The board accepted the auditor's report with a motion by Tony Kossmann and a second by Yvette Terplak.

The minutes of the meeting were reviewed with one change and accepted on a motion made by Amy Martin with a second by Michelle Stevens.

Judith Wines presented the Director's report (attached to secretary's copy). Circulation was up for the reporting period. Attendance at summer library programs was inconsistent, especially in the evening.

Betty Ketcham presented the treasurer's report (attached to Secretary's copy). Yvette Terplak motioned to accept the report with a second by Tony Kossmann.

Committee Reports:

The Personnel, Program, Policy and Finance Committees did not meet in July.

Building:

The building committee presented a cost proposal from Tom Baird of Barton & Loguidice concerning the design modifications of the access ramp at the entrance of the library to alleviate icing problems and increase accessibility. After review, Tony

Kossmann made a motion to expend no more than \$1,100 for the plans to be drawn. The motion was seconded by Ruth Dickinson and passed by the board.

Old Business:

Summer Concerts:

A letter was received from Barb Quackenbush in which she stated that she could no longer organize the summer concert series. Barbara stated a willingness to help anyone or a committee in setting up for the 2014 year. The board expressed gratitude for all of Barbara's efforts. After discussion, volunteers were sought to work on next year's concerts. A group was formed and Yvette Terplak volunteered to go with Barbara to a meeting with the Arts Council to get started on the grant writing process for the summer 2014 series.

New Business:

Community Service Site:

Judith reported that Albany Co. DA David Soares approached her about Altamont Free Library signing on as court mandated community service site. This means that non-violent offenders who are assigned community service could do this service through the library. The discussion centered on the management and Judith was able to address any board member concerns.

Request for library sponsorship:

A community member requested sponsorship (see attached letter) from the library for an off site-tutoring program. After discussion and several questions, it was felt that the board needed more information so no action was taken and the topic will be revisited at the September meeting after some clarification.

Other Business and Comments:

Amy Martin proposed setting a date for the 2014 Gala so that the committee can be established, location and caterer secured and work can be done to secure auction donations from larger companies who need more lead-time. The date of February 8th was tentatively chosen.

Due to the Columbus Day falling on the 2nd Monday of the month, the October board meeting will be moved to Tuesday October 15th

Adjournment: The meeting was adjourned at 8:57 with a motion made by Tony Kossmann and a second by Michelle Stevens.

Respectfully submitted,
Yvette Terplak