

Meeting of the Board of Trustees of the Troy Library August 8, 2017

Attendees: N. Burgin, M. Gavazzi, E. Katz Greenstein (presiding), M. Miller, M. Oliver, D. Salomon

Also attending: P. Hicok

Minutes: Corrections on spelling: BOOPSIE, CDPHP and "see the director's report". Motion made to accept with corrections made by M. Gavazzi and seconded by D. Salomon.

No public comment.

Treasurer's report: The motion to approve the report was made by M. Oliver and seconded by D. Salomon. 2018 Public Library Construction Grant: This is due at the end of the month. It is for the north and east brick walls and includes re-pointing, removal and resetting of the coping stones. Parts would be rebuilt, others re-pointed. The walls would be repainted at the end. We have one estimate. This needs to be put out to bid. The library still has to use up all of the grant, even if it costs less. This is not a band aid fix. Anything over \$10,000 requires a bidding process. The director wants to do complete the work at once, and not spread it out over the three years allowed. He estimates it could be done in one month. TPL still needs to get approval from SHPO. M. Gavazzi asked about including glass doors to the Young Peoples room upstairs with this grant. The director would like to keep the focus on the exterior of the building, for the purposes of this grant. D. Salomon moved that we approve the filing of this grant. The motion was seconded by N. Burgin. Approved.

Libraries=Educations: Several attended this presentation in Guilderland. It appeals to the community, who are the ones who support the library. It is looking to change the culture. TPL is looking at having Valerie Gross come to give us a staff development workshop which is tailored for each library. The staff would be 23 people; with the Board the number of people would be 30. October 17 is the target date. We would have to close the library the money could come out of staff development or professional services line. We would have a 3 or 6 month report from the staff on how it is working. Motion was made by E. K. Greenstein and seconded by M. Oliver to have Valerie come talk to us. E. K. Greenstein made the motion, seconded by D. Salomon, that we close the library for the day. Both motions were approved. For more information, please see

"Libraries=Education" handout.

Revisions to the bylaws: None

President's report: Upper Hudson is taking a month off, meeting-wise... There will be not meeting in August. M. Miller and M. Gavazzi have not received a letter from the auditor. E. K. Greenstein will send out sample answers from last year. The auditors want to see that we have certain policies in place. The Friends of the Troy Public Library are meeting August 15 at Main. The board meeting will be at 5 PM; the outreach committee will be at 6 PM. "Get Out the Vote" bookmarks and posters are ready to go. E.K. Greenstein would like people to post them all around town. September 12 is out next meeting. As usual, finance meets at 5:15, and the regular board meeting will be at 5:30. At 7 PM, we will have a public meeting. It was supposed to be "Meet the Candidates", but the one candidate we have so far cannot attend that night. So we will call it an "Informational Meeting". We can give a review of the 2018 budget. V. Westcott and K. McMann

will come up with dates for the Conference on dealing with People in Poverty. The meeting with Brenda has not yet been scheduled. The meeting devoted to the salary schedule will be after the new board member comes on the board. The director would like to broaden that to include the Personal Manual. The whole manual needs to be revised. The next Civil Service test for the library positions is in March 2018.

Director's report: Arlene Nock is the one candidate we have so far. She cannot attend either meeting with the public. The director has hired Stephanie Dudek. N. Burgin made the motion, seconded by D. Salomon, that the board approve this hire. Approved. Sarah Bowman is now permanent. Kathi Murray has been promoted to library associate. We have received a bequest of \$40,000 from Dr. Heinrich Medicus. It is unrestricted. It has been put into the construction account. We have received our check for \$14,174 from Library Services and Technology Act. This includes money from both the Federal and State. For additional information, see "Director's Report Aug. 3, 2017". The doors for Lansingburgh have been put out to bid. The lowest bid we have back is from Rosch Brothers for \$30,000. This was added on to the windows grant; we will just have to do fewer windows. All doors will have glass panels pending SHPO's approval.

No public comment.

Next meeting is September 12. Finance at 5:15; regular board meeting at 5:30 and public informational meeting at 7.