

## **Meeting of the Board of Trustees of the Troy Library February 13, 2018**

**Attendees:** N. Burgin, M. Gavazzi, E. Katz Greenstein(presiding), M. Miller, M. Oliver, A. Nock, L. Segreto

Also attending,: P. Hicok, W. Rowan, F. Merzon

Will Rowan with First Light spoke about upgrading our phone system. First Light deals with fiber optic cables. They build to specifications for those organizations that want them. They do not do residential. He stressed the company does quality, not quantity. Everyone has the same service, regardless of the size of the organization. New phones have more features. They are all about productivity. First Light is not internet based.

**Minutes:** Approved, with the following corrections: in the Director's report, is should be "Nock" not "Nook" and the amount should be \$15,000, not \$17,000. M. Oliver made the motion to accept, seconded by M. Gavazzi.

**Public comment:** Fredda Merzon was in attendance. She said "Hello, Board."

**Treasurer's report and approval of expenditures:** M. Oliver said "We looked at the bills. The Finance Committee has recommended paying the bills. Do we have a second?" M. Gavazzi seconded the motion. Approved.

**Building Committee:** A meeting is planned for the 22 of February. The Lansingburgh doors should be delivered by the end of March.

Administrative Committee will be setting up a date for their meeting.

**Review of the telephone system:** The director will be talking to another vendor tomorrow. First Light is a good deal price wise and otherwise. A. Nock suggested the option of buying the phones. M. Gavazzi wants to look at leasing as well. The phones we have now are 23 years old. First Light responds quickly. A. Nock made the motion that we approve this bid from First Light with the understanding that P. Hicok meets with the other vendor. We give the director authority to make the decision. M. Miller seconded the motion. Approved.

**2018 Date for Library election:** Our legislation states that we must hold our election prior to Nov 30. All the Tuesdays in September are Jewish holidays. Should we change the date or the month or do absentee ballots? E. Katz Greenstein has spoken to a number of local Rabbis. The consensus seems to be to go with absentee ballots. If this is announced in Synagogues, it will give the election some additional publicity, N. Burgin pointed out. The tentative date for the election is September 25, 2018.

**Reading room doors:** The doors may destabilize if two panels of glass are put in each door. The director recommends going ahead and see how it goes. M. Gavazzi made the motion, seconded by M. Miller to go ahead with it. Approved.

**President's report:** On April 24 TNAC is being hosted here. Nancy Preston will be here February 22 at 5:30 to discuss Capital Campaigns and other fundraisers. The Building Committee meeting will follow. Audit update: The Board needs to send in the questionnaires. Advocacy Day is February 28. Albany Public Library will have coffee available until 4 PM. We have a new "Welcome" tri-fold brochure.

**Director's report:** Fund raising legal issues are unsettled for district libraries. We need to be able to guarantee that a donation will be tax deductible. It will have to go through a 501c3. TPL can apply for a 501c3 and a weaver for filing a 990 annually. The Foundation and the Friends each have 501c3 status. Annual report: see Director's Report, February 13, 2018. Owen Bush Virtual Tours will be scanning the main library on February 18. Staffing: Ben Knowles, a reference librarian, left. The director hired Luke Bowen from the civil service list. Mr. Bowen has a degree from RPI in Computer Science, plus an MLS . He will start March 6, 2018. The board approved the new hire in a motion made by A. Nock and seconded by N. Burgin.

**Old business/new business:** The ground is frozen, so nothing can be done on the Bilco doors at Lansingburgh. Alane Hohenberg has expertise in fundraising. She is offering to come talk to us. The board had a positive reaction to the news. A. Nock will follow up with her. M. Gavazzi pointed out that we should start looking at raises for staff now. The survey M. Gavazzi took of other libraries reaction to patrons without identification will be discussed during the next Board meeting. We will discuss our strategic plan then, as well.'

No public comment

**Date and time of next meeting:** March 13, 2018. Finance meets at 5:15, the regular board meeting is at 5:30. The meeting with Nancy Preston and the Building Committee meeting will be at 5:30 February 22, 2018.