

APPROVED MINUTES

Meeting of the Board of Trustees of the Albany Public Library January 13, 2015 Bach Branch

TRUSTEES IN ATTENDANCE: Mary-Ellen Piché (president), Andrew Bechard (vice president for finance), Arlene Way (secretary), Esther Patterson, Timothy Smith, John Davis, Alison Calacone

ABSENT: Daniel Curtis (vice president), Donna Dixon

ALSO IN ATTENDANCE: Scott Jarzombek (executive director), Melanie Metzger (assistant director), Mary Cullinan (chief fiscal officer), Stephanie Simon (public information officer), Robert Schofield (counsel)

CALL TO ORDER: The meeting was called to order by Piché at 5:35 pm

ADOPTION OF AGENDA: Calacone made a motion, seconded by Patterson, to approve the agenda. The motion was approved unanimously.

PUBLIC COMMENT: Michael Isaacson of Winnie Street requested the Bach Branch be open more hours, especially Sundays. He also asked that the Washington Ave. Branch add poles in the parking lot that indicate where the handicapped parking spots are located.

MINUTES: The board considered the draft minutes from the Dec. 9, 2014 regular meeting. Patterson made a motion, seconded by Smith, to approve the minutes. The motion was approved unanimously.

TREASURER'S REPORT AND CHECK REGISTER: The treasurer's report (covering finances from Jan. 1 through Nov. 30, 2014) will be filed. The updated check register (covering Dec. 11, 2014 through Jan. 14, 2015) was reviewed by the trustees. Smith made a motion, seconded by Davis, to accept the updated check register and approve it for payment. The motion was approved unanimously.

FOUNDATION PRESENTATION: Foundation President Holly McKenna provided an update on foundation activities including November's Literary Legends fundraiser, annual appeals, and a new mid-level fundraising event.

PERSONNEL COMMITTEE REPORT: The report was provided in the pre-meeting packet.

EXECUTIVE DIRECTOR'S REPORT: The report was provided in the pre-meeting packet. Jarzombek also responded to trustee comments about teen issues at the Washington Ave. Branch, reinstating the Dewey decimal system at the branches, board retreat, and new Youth Services Room at Washington Ave.

REVIEW OF POLICIES AND PROCEDURES GRID: The document was included in the pre-meeting packet and Metzger briefly reviewed the contents with the trustees.

UNFINISHED BUSINESS:

2015 Schedule of Service: The trustees discussed the comments made by the library's union president at the December meeting about the 2015 schedule of service. There was no motion to make modifications, so the previously approved schedule remains unchanged.

Board Meeting Start Times: The trustees discussed the possibility of starting the board meetings at a later time to encourage more public attendance. Smith made a motion, seconded by Patterson, to stay with the 5:30 pm start time until further notice, but to review it when the library's hours change. The motion was approved by a vote of 6-1 (with Piché voting against).

NEW BUSINESS: None

PUBLIC COMMENT: Michael Isaacson of Winnie Street commented on items that are listed as lost or missing in the library's database.

EXECUTIVE SESSION: Davis made a motion, seconded by Smith, to enter into executive session to discuss the performance evaluation of a specific employee. The motion was approved unanimously and executive session began at 6:15 pm.

ADJOURNMENT: Immediately upon exiting executive session at 6:45 pm, the meeting was adjourned.

NEXT MEETING: Tuesday, Feb. 10 – Pine Hills Branch at 5:30 pm