

APPROVED MINUTES

Meeting of the Board of Trustees of the Albany Public Library December 5, 2017 Pine Hills Branch

TRUSTEES IN ATTENDANCE: Karen Strong (president), Alison Calacone (vice president for finance), Brenda Robinson (secretary), Matthew Finn, Elissa Kane, Michael Neppi, Sarah Shearer, Jenna Pitera

ABSENT: Andrew Bechard (vice president)

ALSO IN ATTENDANCE: Scott Jarzombek (executive director), Melanie Metzger (assistant director), Mary Cullinan (chief fiscal officer), Stephanie Simon (public information officer), Mary Coon (head of Bach, Pine Hills branches)

CALL TO ORDER: Strong called the meeting to order at 6:00 pm.

ADOPTION OF AGENDA: The agenda was adopted as written.

PUBLIC COMMENT: Mary McCarthy of Loudonville addressed the board regarding the North Albany Branch. She spoke at length in favor of keeping that location open as a resource for the neighborhood and wider community.

MINUTES: The draft minutes from the Nov. 14 regular board meeting were reviewed. Kane made a motion, seconded by Shearer, to accept the minutes as written. The motion was approved unanimously.

TREASURER'S REPORT AND CHECK REGISTER: An overview of the treasurer's report (covering finances from Jan. 1 through Oct. 31, 2017) was presented. Calacone made a motion, seconded by Shearer, to approve the treasurer's report. The motion was approved unanimously and the report will be filed.

The updated check register (Nov. 16 through Dec. 5, 2017) was reviewed by the trustees. Calacone made a motion, seconded by Robinson, to accept the check register and approve it for payment. The motion was approved unanimously.

PRESENTATION BY ALBANY PROMISE: Juliette Price, director of Albany Promise, presented a report of a recent project with APL. The organization collaborated with the library to study literacy outcomes of youngsters who participated in the 2017 Summer Reading Program. The goal was to conduct data-driven analysis to determine if participation in SRP resulted in a decrease in the summer slide (loss of academic skills and knowledge over summer vacation).

The study revealed no measurable loss or gain in standardized reading or math scores by this summer's SRP participants. Findings from the examination will drive procedural changes for the 2018 Summer Reading Program, including adjustments in the planning process, participant

retention, and partner recruitment. The library will continue the study with Albany Promise for the 2018 SRP program. The library's overall goal is to be part of a community-wide effort of many stakeholder organizations to reduce the summer slide in Albany students.

COMMITTEE REPORTS:

NORTH ALBANY AD HOC COMMITTEE: Calacone reported the group met recently and determined next steps to include creating a community advisory group; engaging the school district, YMCA, and city in conversations; and reaching out to the larger Albany community about the North Albany Branch.

FINANCE COMMITTEE: Calacone reported that the committee recently met to discuss the 5-year financial plan and budget modifications.

POLICIES AND PROCEDURES REVIEW: Metzger briefed the board on the current status of the library's policies and procedures.

EXECUTIVE DIRECTOR'S REPORT: The report was provided in the pre-meeting packet and reviewed by Jarzombek. He also updated the trustees about public comment items from the November meeting.

UNFINISHED BUSINESS:

UPDATE ON NORTH ALBANY BRANCH: Jarzombek provided an update to the trustees. The North Albany Branch Ad Hoc Committee met Nov. 21, and Jarzombek had meetings with several school district, city, and elected officials. The trustees had a lengthy discussion about the issues surrounding the usage of the branch, its place in the APL system, and how to best engage users, stakeholders, and the community about its future. The North Albany Ad Hoc Committee will next meet in January.

REPORT ON QUARTERLY EVALUATION OF BOARD MEETINGS: This item was tabled until the January 2018 meeting.

NEW BUSINESS:

BUDGET MODIFICATIONS: Cullinan discussed the budget modifications, which were previously reviewed and accepted by the Finance Committee. Neppl made a motion, seconded by Robinson, to approve the 2017 budget modifications. The motion was approved unanimously.

PUBLIC COMMENT: No members of the public were present.

ADJOURNMENT: Neppl made a motion, seconded by Pitera, to adjourn the meeting. The motion was approved unanimously and the meeting adjourned at 7:53 pm.

NEXT MEETINGS:

SPECIAL MEETING: Thursday, Dec. 21 – Washington Ave. Branch at 6:00 pm – Purpose to approve final check register of the year

REGULAR MEETING: Tuesday, Jan. 9 – Arbor Hill/West Hill Branch at 6:00 pm