

APPROVED MINUTES

Meeting of the Board of Trustees of the Albany Public Library August 14, 2018 Arbor Hill/West Hill Branch

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

LATE: Andrew Bechard (vice president) (6:02 pm)

ABSENT: Michael Neppi

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

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

ADOPTION OF AGENDA: Pitera made a motion, seconded by Robinson, to approve the agenda as written. The motion was approved unanimously.

PUBLIC COMMENT: No members of the public were present.

MINUTES: The draft minutes from the July 10 regular board meeting were reviewed. Shearer made a motion, seconded by Calacone, to accept the minutes as written. The motion was approved unanimously.

EXECUTIVE SESSION: Calacone made a motion, seconded by Pitera, to enter an executive session to discuss potential litigation and address a lease negotiation. The motion was approved unanimously and the trustees entered executive session at 6:03 pm.

Kane made a motion, seconded by Finn, to exit the executive session. The motion was approved unanimously and the executive session was concluded at 6:17 pm. The board immediately reentered the open session.

NEW BUSINESS PART 1:

DISCUSSION ABOUT RESCINDING TAX CAP OVERRIDE FOR 2019 BUDGET: Schofield discussed with the trustees the history and mechanism of rescinding the tax cap override. If the board decides to move forward with a rescindment, it must wait until the NYS comptroller finalizes the tax cap calculation for 2019.

TREASURER'S REPORT AND CHECK REGISTER: An overview of the treasurer's report (covering finances from Jan. 1 through June 30, 2018) was presented.

The updated check register (July 12 through Aug. 15, 2018) was reviewed by the trustees. Calacone made a motion, seconded by Bechard, to accept the check register and approve it for payment. The motion was approved unanimously.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE: Strong provided an update of the most recent meeting, which included the committee membership list.

FACILITIES COMMITTEE: Finn reviewed the July 17 committee meeting, which included discussions about the upcoming NYS Construction Grant application and the Arbor Hill/West Hill Branch walk through.

UHLS BOARD: Finn provided a brief report about the UHLS July board meeting.

PEG BOARD: Metzger discussed the PEG Board's most recent information meeting.

POLICIES AND PROCEDURES REVIEW: There were no updates as the Policy & Governance Committee did not meet in the previous month.

EXECUTIVE DIRECTOR'S REPORT: The report was provided in the pre-meeting packet and reviewed at the meeting by Jarzombek. He fielded questions about: Summer Reading Program statistics, Drag Queen Story Hour, and the APL Foundation's internal grant process.

UNFINISHED BUSINESS: There were no unfinished business items.

NEW BUSINESS PART 2:

APPOINT TRUSTEE TO NORTH ALBANY BRANCH AD HOC COMMITTEE: Bechard volunteered to join Shearer and Finn on the committee, which was agreed upon by the trustees.

PUBLIC COMMENT: No members of the public were present.

ADJOURNMENT: Pitera made a motion, seconded by Finn, to adjourn the meeting. The motion was approved unanimously and the meeting adjourned at 7:00 pm.

NEXT MEETING: Tuesday, September 11 | North Albany Branch at 6:00 pm