Albany Public Library

Mission: educate, entertain, and empower our community

Tuesday, December 12, 2023
Albany Public Library Board of Trustees Meeting

6:00pm Board of Trustees

1. Meeting Opening

Subject	**1.1 Call to Order**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

2. Statement from Counsel

Subject	**2.1 Statement from Counsel**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	2. Statement from Counsel
Access	Public
Type	

3. Public Comment

Subject	**3.1 Public Comment**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	3. Public Comment
Access	Public
Type	Procedural

4. Auditors' Report

Subject	**4.1 Audit Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Auditors' Report
Access	Public
Type	

File Attachments
2023 Albany Public Library FS Draft.pdf (1,014 KB)

5. Consent Agenda

Subject	**5.1 Minutes**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Consent Agenda
Access	Public
Type	

File Attachments
BOT_DRAFT_Minutes_11.14.23_Catalano.docx.pdf (99 KB)
BOT_Minutes_11.14.23_Catalano.docx.pdf (99 KB)

Subject	**5.2 Operating Check Register**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Consent Agenda

Access	Public
Type	Action (Consent)
Recommended Action	Motion to accept the consent agenda which includes the minutes, check register and capital fund check register. Approving the consent agenda will allow for payments to be processed as well.

File Attachments

checkregDec23.pdf (68 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Subject	**5.3 Capital Fund Check Register**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Consent Agenda
Access	Public
Type	

File Attachments

capcheckdec23.pdf (9 KB)

6. Finance

Subject	**6.1 Finance Memo**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Finance
Access	Public
Type	Reports

File Attachments

DecemberFinanceMemo.pdf (194 KB)

Subject	**6.2 Treasurer's Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Finance
Access	Public

Type	Reports

File Attachments
202310TreasRpt1.pdf (34 KB)
202310TreasRpt2.pdf (37 KB)

Subject	**6.3 Capital Fund Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Finance
Access	Public
Type	Reports

File Attachments
202310capital.pdf (34 KB)

Subject	**6.4 Cash and Investment Summary**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Finance
Access	Public
Type	Reports

File Attachments
202310bankbalances.pdf (45 KB)

7. Committee and Liaison Reports

Subject	**7.1 Trustees Reporting Out/Upcoming Events**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	7. Committee and Liaison Reports

Access	Public
Type	

Subject	**7.2 UHLS Liaison Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	7. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
November 2023 UHLS Report.pdf (143 KB)

Subject	**7.3 Audit & Finance Committee Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	7. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
Albany Public Library Audit and Finance 11-27-2023.docx.pdf (26 KB)

Subject	**7.4 Nominating Committee Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	7. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
Nom Com Minutes 120423.pdf (55 KB)

Subject	**7.5 Overview of Upcoming Committee Meetings**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	7. Committee and Liaison Reports
Access	Public

Type	Information

8. Directors Report

Subject	**8.1 Executive Director Report**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. Directors Report
Access	Public
Type	Reports

File Attachments

ED rpt_12.12.23.pdf (237 KB)

Subject	**8.2 Monthly Statistics**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. Directors Report
Access	Public
Type	Information

File Attachments

November 2023 Board Stats.pdf (1,016 KB)

9. Unfinished Business

Subject	**9.1 Appoint Trustee**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	9. Unfinished Business
Access	Public
Type	Action

Subject	**9.2 Update on Senior Exemption**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	9. Unfinished Business
Access	Public
Type	Information

10. New Business

Subject	**10.1 FY24 Budget Modification**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. New Business
Access	Public
Type	Action
Recommended Action	Motion to adopt the recommendation of the Audit and Finance Committee.

File Attachments

FY24 Budget Modification.pdf (115 KB)

11. Public Comment

Subject	**11.1 Public Comment**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	11. Public Comment

Access	Public
Type	Procedural

12. Executive Session

Subject	**12.1 Executive Session**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	12. Executive Session
Access	Public
Type	Action
Recommended Action	Motion to enter into Executive Session for the purpose of discussions regarding proposed, pending or current litigation; collective negotiations pursuant to article fourteen of the civil service law; and the medical, financial, credit or employment history of a particular person or corporation.

Subject	**12.2 Exit Executive Session**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	12. Executive Session
Access	Public
Type	

13. Adjournment

Subject	**13.1 Adjournment**
Meeting	Dec 12, 2023 - Albany Public Library Board of Trustees Meeting
Category	13. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn.