Albany Public Library

Mission: educate, entertain, and empower our community

Tuesday, February 7, 2023
Albany Public Library Board of Trustees Meeting

6:00 pm

1. Meeting Opening

Subject	1.1 Call to Order
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

2. Public Comment 1

Subject	2.1 Public Comment
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	2. Public Comment 1
Access	Public
Type	Procedural

Anyone wishing to make a public comment, please email publiccomment@albanypubliclibrary.org or leave a voicemail at 518-290-6905. Both accounts are constantly monitored. Please leave your name and address to identify yourself. There is another opportunity at the end of the meeting for public comments as well.

File Attachments
C.Velasquez letter 2.2.23.pdf (483 KB)

3. Consent Agenda

Subject	3.1 Minutes
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting

Category	3. Consent Agenda
Access	Public
Type	Action, Action (Consent), Minutes
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
[BOT_draft minutes_01.10.23.pdf (81 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	**3.2 Operating Check Register**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	3. Consent Agenda
Access	Public
Type	Action, 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
[checkregfeb (1).pdf (52 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	**3.3 Capital Fund Check Register**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	3. Consent Agenda
Access	Public
Type	Action, 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.

Note: There were no capital project invoices received during this reporting period, therefore no Capital Fund Check Register is included.

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.

4. Finance

Subject	**4.1 Finance Memo**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
[Febfinancememo.pdf (201 KB)](#)

Subject	**4.2 Treasurer's Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
[202212TreasRpt1.pdf (34 KB)](#)
[202212TreasRpt2.pdf (38 KB)](#)

Subject	**4.3 Capital Fund Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments

[202212capital.pdf (33 KB)](#)

Subject	**4.4 Cash and Investment Summary**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
[202212bankbalances.pdf (44 KB)](#)

5. Committee and Liaison Reports

Subject	**5.1 Trustees Reporting Out/Upcoming Events**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	

Subject	**5.2 Nominating Committee Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
[Nominating Committee Minutes - Jan. 18, 2023.pdf (38 KB)](#)

Subject	**5.3 Policy & Governance Committee Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
[P&G Minutes 1-24-23.pdf](#)

5.4 Facilities Committee Report

Subject

Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments

[Facilities Committee Meeting 1.31.23.pdf (83 KB)](#)
[Current Facilities Projects Memo 1.26.23.pdf (235 KB)](#)

Subject	**5.5 Audit & Finance Committee Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	

Subject	**5.6 UHLS Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Reports

Subject	**5.7 Overview of Upcoming Committee Meetings**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Information

6. Director's Report

Subject	**6.1 Executive Director Report**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	Reports

File Attachments
[ED rpt_02.07.23.pdf (281 KB)](ED rpt_02.07.23.pdf)

Subject	**6.2 Monthly Statistics**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	Information

File Attachments
[January 2023 Board Stats.pdf (846 KB)](January 2023 Board Stats.pdf)

7. Unfinished Business

8. New Business

	8.1 Proposed Service Change for 3/11/23
Subject	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Meeting	8. New Business
Category	Public
Access	
Type	

Subject	**8.2 Quarterly Board Evaluation**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access Type	Public

9. Public Comment 2

Subject	**9.1 Public Comment**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	9. Public Comment 2
Access	Public
Type	Procedural

Comments limited to no more than 5 minutes per person.

10. Executive Session

Subject	**10.1 Executive Session (if needed)**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public
Type	

Subject	**10.2 Exit Executive Session**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public
Type	

11. Adjournment

Subject	**11.1 Adjournment**
Meeting	Feb 7, 2023 - Albany Public Library Board of Trustees Meeting
Category	11. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn.