



**Tuesday, April 12, 2022**  
**Albany Public Library Board of Trustees Meeting**

**6:00 pm**

**1. Meeting Opening**

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<b>Subject</b>	<b>1.1 Call to Order</b>
Meeting	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

<b>Subject</b>	<b>1.2 Roll Call</b>
Meeting	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	

Board of Trustees  
Sarah Shearer, President  
Dr. Brenda Robinson, Vice President  
Thomas McCarthy, Vice President for Finance  
Jenna Pitera, Secretary  
Arlene Way  
Sara Dallas  
Bridgette Pryor Jah-  
Raii Gause  
Donna Dixon

Shawn Smith, Board Treasurer

Staff

Melanie Metzger, Interim Executive Director

Adam Stump, Budget Manager

Robert Schofield, Attorney

File Attachments

[Board of Trustees Roll Call.pdf \(49 KB\)](#)

## 2. Public Comment 1

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<b>Subject</b>	<b>2.1 Public Comment</b>
Meeting	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Category	2. Public Comment 1
Access	Public
Type	Information, Procedural

Anyone wishing to make a public comment, please email [publiccomment@albanypubliclibrary.org](mailto: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

[JS\\_03.23.22\\_r.pdf \(83 KB\)](#)

## 3. Consent Agenda

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<b>Subject</b>	<b>3.1 Minutes</b>
Meeting	Apr 12, 2022 - 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.
Minutes	Mar 8, 2022 - Albany Public Library Board of Trustees Meeting

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**Subject****4.1 Finance Memo**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 4. Finance  
Access Public  
Type Information

File Attachments

[Aprfinancememo.pdf \(220 KB\)](#)**Subject****4.2 Treasurer's Report**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 4. Finance  
Access Public  
Type Information, Reports

File Attachments

[202202TreasRpt1.pdf \(34 KB\)](#)[202202TreasRpt2.pdf \(38 KB\)](#)**Subject****4.3 Capital Fund Report**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 4. Finance  
Access Public  
Type Information, Reports

File Attachments

[202202capital.pdf \(KB\)](#)

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<b>Subject</b>	<b>4.4 Balance Sheets</b>
Meeting	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Information, Reports

File Attachments

[202202bankbalances.pdf \(44 KB\)](#)

## 5. Committee and Liaison Reports

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### 5.1 Trustees Reporting Out/Upcoming Events

<b>Subject</b>	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Meeting	
Category	5. Committee and Liaison Reports
Access	Public
Type	

### 5.2 Nominating Committee

<b>Subject</b>	Apr 12, 2022 - Albany Public Library Board of Trustees Meeting
Meeting	
Category	5. Committee and Liaison Reports
Access	Public
Type	Minutes

File Attachments

[3.16.22 Nominating.pdf \(43 KB\)](#)

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**Subject** **5.3 Executive Committee**  
Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 5. Committee and Liaison Reports  
Access Public  
Type Minutes

File Attachments

[3.16.22 Executive.pdf \(53 KB\)](#)

**Subject** **5.4 Policy and Governance Committee**  
Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 5. Committee and Liaison Reports  
Access Public  
Type Information

File Attachments

[3.21.22 Policy.pdf \(38 KB\)](#)

**5.5 AdHoc Executive Director Search Committee**

**Subject** Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Meeting 5. Committee and Liaison Reports  
Category Public  
Access Public  
Type Minutes

File Attachments

[3.28.22 AHED.pdf \(64 KB\)](#)

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## 5.6 UHLS

**Subject** Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
**Meeting**  
**Category** 5. Committee and Liaison Reports  
**Access** Public  
**Type**

File Attachments

[UHLS\\_March 2022.pdf \(106 KB\)](#)

## 6. Director's Report

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**Subject** **6.1 ED Report**  
**Meeting** Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
**Category** 6. Director's Report  
**Access** Public  
**Type** Information

File Attachments

[ED rpt 4-12-22.pdf \(328 KB\)](#)

**Subject** **6.2 Monthly Statistics**  
**Meeting** Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
**Category** 6. Director's Report  
**Access** Public  
**Type** Information

File Attachments

[March 2022 Board Stats.pdf \(671 KB\)](#)



Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 9. New Business  
Access Public  
Type Action  
Recommended Action Motion to allow the Delaware Branch to close early on Saturday, October 1, 2022, for the FFAPL Gala preparation.

File Attachments

[DEL\\_ClosingMemo.pdf \(123 KB\)](#)

**Subject 9.3 Updates to Open Meetings Law**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 9. New Business  
Access Public  
Type

## 10. Pandemic Operations Plan

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**Subject 10.1 POP Update**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 10. Pandemic Operations Plan  
Access Public  
Type Information  
None at this time

## 11. Public Comment 2

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**Subject 11.1 Public Comment**

Meeting Apr 12, 2022 - Albany Public Library Board of Trustees Meeting  
Category 11. Public Comment 2  
Access Public  
Type Procedural

Comments limited to no more than 5 minutes per person.

