Albany Public Library

Mission: educate, entertain, and empower our community

Tuesday, May 9, 2023
Albany Public Library Board of Trustees Meeting

6:00 pm

1. Meeting Opening

Subject	**1.1 Call to Order**
Meeting	May 9, 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	May 9, 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.

3. Consent Agenda

Subject	**3.1 Minutes**
Meeting	May 9, 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_04.11.23_Catalano.pdf (99 KB)

BOT_Minutes_04.11.23_Catalano.pdf (99 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	May 9, 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

checkregmay (1).pdf (55 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	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	3. Consent Agenda
Access	Public
Type	Action, Action (Consent)
Recommended Action	There is no capital fund check register because no capital expenses were incurred since the last Board meeting.

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	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
MayFinanceMemo.pdf (203 KB)

Subject	**4.2 Treasurer's Report**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
202303TreasRpt1.pdf (34 KB)
202303TreasRpt2.pdf (38 KB)

Subject	**4.3 Capital Fund Report**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Reports

File Attachments
202303capital.pdf (33 KB)

Subject	**4.4 Cash and Investment Summary**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	4. Finance

Access	Public
Type	Reports

File Attachments
202303bankbalances.pdf (44 KB)

5. Committee and Liaison Reports

Subject	**5.1 Trustees Reporting Out/Upcoming Events**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	

Subject	**5.2 Executive Committee**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Minutes

Subject	**5.3 UHLS Report**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Reports

File Attachments
April 12 2023 UHLS Report.pdf (120 KB)

Subject	**5.4 Overview of Upcoming Committee Meetings**
Meeting	May 9, 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	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	Reports

File Attachments

ED rpt_05.09.23.pdf (981 KB)

Subject	**6.2 Monthly Statistics**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	Information

File Attachments

April 2023 Board Stats.pdf (945 KB)

Subject	**6.3 Informational Items**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	

File Attachments

Violent Incident at Pine Hills MEMO.pdf (170 KB)

7. Unfinished Business

8. New Business

Subject	**8.1 Quarterly Board Evaluation**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access	Public
Type	Action
Recommended Action	Motion to approve changes to the Quarterly Board Evaluation form.

Subject	**8.2 CDTA/Cycle! Amended License Agreement**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access	Public
Type	Action
Recommended Action	Motion to accept the Amended CDTA/Cycle! License Agreement.

File Attachments

APL Amended License Agreement (2023-25) rev 4.25.23.pdf (156 KB)

Subject	**8.3 CDTA Navigator Sales Agreement**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access	Public
Type	Action
Recommended Action	Motion to accept the 2023-2025 CDTA Navigator Sales Agreement.

File Attachments

APL NAVIGATOR SALES AGREEMENT (2023-26).pdf (284 KB)

Subject	**8.4 CDTA Universal Access Agreement**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access	Public
Type	Action
Recommended Action	Motion to accept the CDTA Universal Access agreement.

File Attachments
APL Universal Access (2023-25).pdf (105 KB)

9. Executive Session

Subject	**9.1 Executive Session (if needed)**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	9. Executive Session
Access	Public
Type	Action
Recommended Action	Motion to enter into executive session.
Subject	**9.2 Exit Executive Session**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	9. Executive Session
Access	Public
Type	

10. Public Comment 2

Subject	**10.1 Public Comment**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. Public Comment 2
Access	Public
Type	Procedural

Comments limited to no more than 5 minutes per person.

11. Adjournment

Subject	**11.1 Adjournment**
Meeting	May 9, 2023 - Albany Public Library Board of Trustees Meeting
Category	11. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn.