

Tuesday, August 8, 2023
Albany Public Library Board of Trustees Meeting

6:00 pm

1. Meeting Opening

Subject	1.1 Call to Order
Meeting	Aug 8, 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	Aug 8, 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
[Albany Public Library Mail 7.30.23 - Fwd July 5 Memorandum Service Hours.pdf \(107 KB\)](#)

3. Consent Agenda

Subject	3.1 Minutes
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Meeting Aug 8, 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 07.11.23 Catalano.pdf \(103 KB\)](#)

[BOT Minutes 07.11.23 Catalano.docx.pdf \(102 KB\)](#)

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 Aug 8, 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

[checkregaug23 \(1\).pdf \(62 KB\)](#)

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 Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 3. Consent Agenda
Access Public
Type Action, Action (Consent)

File Attachments

[capcheckaug23.pdf \(9 KB\)](#)

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.

4. Finance

4.1 Finance Memo

Subject

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Meeting

4. Finance

Category

Public

Access

Type

Reports

File Attachments

[AugustFinanceMemo.pdf \(205 KB\)](#)

Subject

4.2 Treasurer's Report

Meeting

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Category

4. Finance

Access

Public

Type

Reports

File Attachments

[202306TreasRpt1.pdf \(34 KB\)](#)
[202306TreasRpt2.pdf \(38 KB\)](#)

Subject

4.3 Capital Fund Report

Meeting

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Category

4. Finance

Access

Public

Type

Reports

File Attachments

[202306capital.pdf \(34 KB\)](#)

Subject **4.4 Cash and Investment Summary**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 4. Finance
Access Public
Type Reports

File Attachments

[202306bankbalances.pdf \(45 KB\)](#)

5. Committee and Liaison Reports

Subject **5.1 Trustees Reporting Out/Upcoming Events**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 5. Committee and Liaison Reports
Access Public
Type

Subject **5.2 Executive Committee**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 5. Committee and Liaison Reports
Access Public
Type Reports

File Attachments

[2023-07-25 APL Executive Minutes \(DRAFT\).pdf \(172 KB\)](#)

Subject **5.3 Policy & Governance Committee**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 5. Committee and Liaison Reports
Access Public
Type Reports

File Attachments

[MINUTES August 3 2023.pdf \(111 KB\)](#)

Subject **5.4 Overview of Upcoming Committee Meetings**
Meeting Aug 8, 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 Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 6. Director's Report
Access Public
Type Reports

File Attachments
[ED rpt_08.08.23.pdf \(396 KB\)](#)

Subject **6.2 Monthly Statistics**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 6. Director's Report
Access Public
Type Information

File Attachments
[July 2023 Board Stats.pdf \(990 KB\)](#)

Subject **6.3 Informational Items**
Meeting Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category 6. Director's Report
Access Public

Type Information

File Attachments

[Google to 365 BoT MEMO 8.8.23.pdf \(155 KB\)](#)

7. Unfinished Business

7.1 Board By-laws

Subject

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Meeting

7. Unfinished Business

Category

Public

Access

Type

Action

File Attachments

[---ByLaws P&G Draft 8-3-23.pdf \(125 KB\)](#)

8. New Business

8.1 Quarterly Board Evaluation

Subject

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Meeting

8. New Business

Category

Public

Access

Type

File Attachments

[Quarterly Board Meeting Evaluation blank form.pdf \(230 KB\)](#)

Subject

8.2 Service Hours Proposal

Meeting

Aug 8, 2023 - Albany Public Library Board of Trustees Meeting

Category

8. New Business

Access

Public

Type

Information

File Attachments

[Service Hours Q&A MEMO 7.27.23.pdf \(235 KB\)](#)

[Service Hours Proposals 7.26.23.pdf \(694 KB\)](#)

9. Public Comment 2

Subject	9.1 Public Comment
Meeting	Aug 8, 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
Meeting	Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. 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	10.2 Exit Executive Session
Meeting	Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public

Type

Subject	10.3 CSEA CBA MOA July 1 2023 - June 30 2026
Meeting	Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session

Access	Public
Type	Action
Recommended Action	Motion to approve the ratified CSEA Memo of Agreement with APL.

File Attachments

[Resolution \(CSEA Contract Extension\) 081123, 4866-5763-8005.pdf \(10 KB\)](#)

11. Adjournment

Subject	11.1 Adjournment
Meeting	Aug 8, 2023 - Albany Public Library Board of Trustees Meeting
Category	11. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn.