Albany Public Library

Mission: educate, entertain, and empower our community

Tuesday, August 9, 2022
Albany Public Library Board of Trustees Meeting

1. Meeting Opening

Subject	**1.1 Call to Order**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

Subject	**1.2 Roll Call**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	1. Meeting Opening
Access	Public
Type	Procedural

2. Public Comment

Subject	**2.1 Public Comment**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	2. Public Comment
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	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	3. Consent Agenda
Access	Public
Type	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	July 12, 2022 - Albany Public Library Board of Trustees Meeting

> File Attachments
> 7.12.22_Minutes
> APL BOT Public Hearing Minutes 7.12.22.pdf (49 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.

Motion & Voting

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.

Motion by Jah-Raii Gause, second by Lynnette Robinson.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson

Subject	**3.2 Operating Check Register**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	3. 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

[checkregaug (2).pdf (54 KB)](checkregaug (2).pdf)

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.

Motion & Voting

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.

Motion by Jah-Raii Gause, second by Lynnette Robinson.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson

Subject	**3.3 Capital Fund Check Register**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	3. 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
[capcheckaug.pdf (35 KB)](capcheckaug.pdf)

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.

Motion & Voting

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.

Motion by Jah-Raii Gause, second by Lynnette Robinson.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson

4. Finance

4.1 Finance Memo

Subject	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Meeting	4. Finance
Category	Public
Access Type	

File Attachments
[Augfinancememo.pdf (146 KB)](#)

Subject	**4.2 Treasurer's Report**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Information, Reports

File Attachments
[202206TreasRpt1.pdf (34 KB)](#)
[202206TreasRpt2.pdf (38 KB](#))

Subject	**4.3 Capital Fund Report**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Information, Reports

File Attachments
[202206capital (1).pdf (34 KB)](#)

Subject	**4.4 Cash and Investment Summary**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	4. Finance
Access	Public
Type	Information, Reports

File Attachments

[202206bankbalances.pdf (44 KB)](202206bankbalances.pdf)

5. Committee and Liaison Reports

Subject	**5.1 Trustees Reporting Out/Upcoming Events**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	

Subject	**5.2 Executive Committee**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	5. Committee and Liaison Reports
Access	Public
Type	Discussion

File Attachments

[Minutes_BOT_executive committee mtg_08.01.22.docx (2).pdf (78 KB)](Minutes_BOT_executive%20committee%20mtg_08.01.22.docx)

6. Director's Report

Subject	**6.1 Executive Director's Report**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public

Type	Information, Reports

File Attachments
[ED rpt_8-9-22.pdf (457 KB)](ED rpt_8-9-22.pdf)

Subject	**6.2 Monthly Statistics**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	6. Director's Report
Access	Public
Type	Information, Reports

File Attachments
[July 2022 Board Stats.pdf (827 KB)](July 2022 Board Stats.pdf)

7. Unfinished Business

8. New Business

8.1 Board Committee Assignments

Subject	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Meeting	8. New Business
Category	Public
Access Type	Discussion

File Attachments
[APL BOT Committee Assignments.png (73 KB)](APL BOT Committee Assignments.png)

Subject	**8.2 Quarterly Board Evaluation**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access	Public
Type	Discussion

Subject	8.3 North Albany Update
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	8. New Business
Access Type	Public

9. Public Comment 2

Subject	9.1 Public Comment
Meeting	Aug 9, 2022 - 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 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public
Type	Action
Recommended Action	Motion to enter into an Executive Session to discuss the medical, financial, credit or employment history of a particular person or

corporation, or matters leading to the appointment, promotion, demotion, discipline, suspension dismissal or removal of a particular person

or corporation;

Motion & Voting

Motion to enter into an Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, promotion, demotion, discipline, suspension dismissal or removal of a particular person or corporation;

Motion by Jah-Raii Gause, second by Andrea West.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson

Subject	**10.2 Leave Executive Session**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public
Type	Action
Recommended Action	Motion to exit executive session.

Motion & Voting
Motion to exit executive session.

Motion by Jah-Raii Gause, second by Paige Barnum.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson

Subject	**10.3 Delegating Administrative Assistant Job Description**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	10. Executive Session
Access	Public
Type	Action
Recommended Action	Motion to delegate the approval of an Administrative Assistant Job Description to the Executive should the need arise between now and our next meeting.

11. Adjournment

Subject	**11.1 Adjournment**
Meeting	Aug 9, 2022 - Albany Public Library Board of Trustees Meeting
Category	11. Adjournment
Access	Public
Type	Action
Recommended Action	Motion to adjourn.

Motion & Voting
Motion to adjourn.

Motion by Andrea West, second by Brigitte Pryor.
Final Resolution: Motion Carries
Yes: Arlene Way, Brigitte Pryor, Thomas McCarthy, Jah-Raii Gause, Andrea West, Paige Barnum, Lynnette Robinson