

ALBANY COUNTY PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE REGULAR MEETING
OF JUNE 19, 2019

The Board of Directors of the Albany County Public Library (ACPL) met in regular session in the ACPL meeting room Wednesday, June 19, 2019 at 6:30 p.m.

Directors present were: Mike Massie, Chris Merrill, Tim Monroe (via telephone), Jo-Carol Ropp, and Scott Shoop (via telephone). Also present were Linda Nydahl (Friends of the Library Board Liaison), Rachel Crocker (ACPL Interim Director), Caitlin White (ACPL Foundation Executive Director), Jacque Graef (ACPLF Administrative Specialist), Monica Owens (ACPL Staff), Martin Buchanan member of the public. Members of the ukulele community: Steven, Teesha Crawford, Janet, Georgia Gale, Ellie Landis, Jack Hartman, TJ Fowler, Scott Crawford.

Regular Meeting:

1. Merrill called the meeting to order at 6:31 p.m.
2. Determination of quorum and introductions.
3. Public Comment: Buchanan mentioned recent discussion of a storage array for \$6,000. Crocker explained this will allow for more data security. The ukulele group presented information on ukuleles to be added to the loaning library. Teasha Crawford provided information on grants available, cost of equipment, maintenance, and information gathered from multiple sources regarding the lending of musical instruments.
4. Additions and deletions to the agenda:
 - a. Remove letter D from consent agenda, Budget Update (Budget vs. Actual and Balance Sheet)

Consent Agenda:

Ropp moved to approve the consent agenda with elimination of item D, budget update. Seconded by Massie. All ayes, motion carried.

5. Budget update- Massie requested the funds from FOL remain consistent with the previous budget figures. Crocker agreed to adjust the budget sheet.

Shoop moved to adopt updated budget. Massie seconded. All ayes, motion carried.

Reports:

6. Reviewed Checking Account and Credit Card Reports
7. Received Director's Report and Other Staff Reports
8. Received Albany County Public Library Foundation Report
9. Received Friends of the Albany County Public Library Report

Old Business:

10. Update on director's search

New Business:

Ropp motioned to approve both the Service Agreement and the use of the reserve account for boiler repairs with both contracts going to Johnson Controls for service. Monroe seconded.

Massie moved to divide the motion. The first division to be the boiler annual service contract. The second to be use of reserve funds. Monroe seconded. All ayes, motion approved.

Massie moved to approve service agreement. Monroe seconded. All ayes, agreement approved.

Massie amended motion to take \$3,500 from maintenance fund of FY20 budget and \$3,495.84 from the reserve account. Ropp seconded. All ayes, motion passed.

Massie moved to approve contract for custodial services between Wilken Enterprises, LLC and ACPL. Monroe seconded. All ayes, motion passed.

Ropp motioned to approve MOU with Albany County HR Services. Shoop seconded. 3 ayes, 2 nays. Motion carried.

Information:

11. Next Board Meeting is Wednesday, July 17th, 6:30 p.m. in the ACPL meeting room.

12. Adjourn at 7:51 p.m.

Minutes submitted by Jacque Graef.