

Massena Public Library Board of Trustees Meeting

January 10, 2017

Present: Trustee President Jack Bain, Trustees Linda McDonald, Jeanna

Matthews, Joseph Savoca and Patty Ryan

Town Liaisons: Sam Carbone and Steve O'Shaughnessy

Library Director: Elaine Dunne-Thayer

The January 10, 2017 meeting of the MPL Board was called to order by President Bain at 6:01 PM

- I. **Minutes of the December 13, 2016 Meeting:** After review of the minutes of the December meeting a motion was made by President Bain and seconded by Trustee McDonald to accept the minutes as presented. Carried 5-0
- II. **Unfinished Business:**
 - A. **New Board Member/New Town Liaison:** The MPL Board welcomes new member Joseph Savoca and new Town Liaison Steve O'Shaughnessy.
 - B. **Building Projects 2017:** Director Dunne-Thayer reports that all the materials have arrived for the new Screening Room. The Warren Room will double as the Screening Room. When all the equipment is installed Director Dunne-Thayer plans an Opening Event for the Community. The event will be preceded with plenty of publicity. Additionally, a room is being created next to the Computer Lab. This new room will house the Patron Business Center. The Memory Station will be installed in this room as well. At this Station, patrons will be able to convert media from one format to another. The Elevator Project is in planning stages at this point. This requires specifications to be met within the building before actual installation. Presently, Frank Diagostino is coordinating this effort. Looking ahead Director Dunne-Thayer is considering grants for energy cost savings. This would include looking at windows, doors and lighting.
 - C. **Transfer of Funds:** A motion was made by President Bain and seconded by Trustee McDonald to transfer \$1,461.84 from the Badenhausen Brasher Branch to the MPL for salaries. Carried 5-0
 - D. **Circulation Reports:** Library visits were up in Brasher but down at MPL. Circulation was down slightly at both facilities. Wireless usage was up at both sites. Trustee Matthews suggested posting information about how checking out materials of all kinds supports the library. Director Dunne-Thayer concurred. The Director also stated that the Screening Room and the Patron Business Center will provide services much needed on our community and will show the viability of Libraries in times of changing technology.
 - E. **Other Unfinished Business:** Director Dunne-Thayer has received word that the Badenhausen Library Branch will be the beneficiary of a donation from the Brownstone Book Fund. This donation will purchase 100 books for the children's section of the library. Director Dunne-Thayer was also notified that the local Hannaford Store will donate \$1 for each reusable bag sold during February. The store selects local non-profits for this benefit each year. The Director will advertise this and thank Hannaford.

III. New Business:

- A. Presentation of Bills for Payment:** Bills for the Brasher Branch in the amount of \$4,173.04 and for MPL in the amount of \$11,321.47 were presented for payment. A motion was made by Trustee Ryan and seconded by Trustee Matthews to approve payment of bills as presented. Carried 5-0
 - B. Date of Next Board Meeting:** The next regular meeting of the MPL Board is scheduled for February 14, 2017 at 6PM.
 - C. Other New Business:** Trustee Matthews suggested the Hour of Code Programs be repeated this year. She pointed out a various of number of ways this could happen. Trustee Matthews also spoke of the Common Read – a Program in conjunction with Clarkson University. She will advise the Board as soon as this year’s book title has been chosen.
- IV. Adjournment:** The regular meeting of the MPL Board was adjourned at 7:10 PM.