

THERESA LIBRARY BOARD MEETING

MAY 10, 2022

Present:

Tracy Hudon, President
Pam Brown
Theresa Leeson

Absent:

Michaela Schied, Vice-President

Also in attendance:

Kristy Perry, Library Director
Eileen Kaleel
Janet Gee

Call to Order:

The meeting was called to order at 7:07 p.m by President Tracy Hudon

Regular business:

Minutes from March were tabled for approval in June; No minutes from April

Approval of Expenditures:

The Bills Were Passed As Follows:

From April:

#	Claimant:	\$ Amount:
110	Village of Theresa	172.72
158	Baker & Taylor	665.43
159	Philly Fuels	970.27
160	Robbins Plumbing and Heating	148.65
161	Verizon	32.29

From May:

169	Village of Theresa	166.11
200	Baker & Taylor	115.48
201	Demco	63.54
202	East West Books	218.90
203	North Country Library System	1056.90

204	Philly Fuels	582.53
205	Thousand Islands Sun	45.00
206	Verizon	17.78

Motion to approve the bills: Joan; Second: Theresa.

Approved: Yes - 3 No - 0; Abstained - 0.

Report of Librarian:

1. Kristy is taking a vacation day on her birthday, May 27th. Emery will substitute.
2. We will be promoting the basement book sale for the village-wide Memorial Day yard sales.
3. On Wednesday, June 8th, ABC50 will be at the library to film a commercial for its NNY Gets Lit segment; Kristy will promote a children's picture book, an adult fiction book, and something unique about the library
4. Future planning: Kristy has been told that electricity bills in the village will become more expensive in the future, so we should budget for that next year
5. Existing computer registration software (iTeam) will no longer be supported. NCLS is recommending a software called LibKi. It can perform the same functions as iTeam. Cost for the first year would be \$391.75 (discounted installation plus per computer hosting fee) and hosting fee only for second year.
6. Kristy will submit her budget for Summer Reading Program crafts and prizes to the Friends group.
7. Kristy was contacted by a person interested in using the library as a location for a traveling preschool. She invited the person to submit information about this endeavor to the email so the board could learn more about it. She did not receive an email.
8. NLCS Annual Meeting is at the Harbor Hotel in Clayton on Thursday, September 28th.
9. Kristy had an inquiry from a young patron about when Minecraft will restart; she will investigate changes in costs and whether past accounts are still valid. Janet volunteered to check with her children, who participated in the group prior to the pandemic, about their interest.
10. A patron is interested in getting book bags embroidered and having the library sell them, with 50% of sales to the library and 50% of sales to the patron's charitable foundation. More information is necessary. Kristy will contact the person and ask them to attend the next board meeting, provide samples, and paperwork.
11. In light of recent requests about volunteer positions, Kristy has prepared volunteer guidelines and policies to be reviewed and discussed at the June meeting.
12. Kristy presented a policy about filming in the library.
13. If we intend to apply for a construction grant for the upcoming cycle, we need to reply to the survey sent by Dawn Vincent from NCLS.

Correspondence

1. Thank you note from Theresa Primary School for participating in the Literacy Walk.

Old Business:

1. Museum policy - Tabled
2. Bulletin Board policy - Tabled
3. Scope of Work update - Theresa volunteered to contact Mark Savage to ask about getting PTL in to check on the roof. Discussion followed about whether or not we should send scope of work out to contractors ourselves if the town has not done it yet.

New Business:

1. Persons recording in the library policy -

Motion to approve the Persons Recording in the Library policy: Pam; Second: Theresa.
Approved: Yes - 3; No - 0; Abstained - 0.

2. Do we want to apply for construction during the next round? No. We need to concentrate on the existing issues (roof and interior work) before we take on larger projects.
3. Public comment policy -

Motion to approve the Public Comment policy: Theresa; Second: Pam.
Approved: Yes - 3; No - 0; Abstained - 0.

4. Volunteer policy - tabled until June.

Adjournment:

Motion to adjourn: Theresa; Second: Pam.
Approved: Yes - 3; No - 0; Abstained - 0.

Meeting was adjourned at 8:55.

Respectfully submitted,

Kristy Perry
Library Director