

Meeting of the Board of Trustees of the Troy Library at the Lansingburgh branch, July 11, 2017

Attendees: N. Burgin, M. Gavazzi, E. Katz Greenstein (presiding), M. Oliver, D. Salomon, L. Segreto. M. Miller attended via Skype, participating in discussion but not voting. Also attending: P. Hicok

Approval of the minutes of June 20, 2017: Motion made by D. Salomon and seconded by M. Oliver. Approved.
No public comment.

Treasurer's report: M. Oliver made the motion to accept the report and approve expenditures. D. Salomon seconded. Approved.

2018 Budget: The health insurance, CDPHP, raised their rate by \$10,000. And there are two new employees. The tax levy delinquency line leaves only \$10,000 in that line. The City Comptroller figures things "will stay the way they are." For the past two years the tax delinquency was only short \$2,000 at the end of the year. M. Gavazzi asked about previous years and suggested we check "this year's city review." P. Hick said that he has the records for the previous years on his computer, downtown. If the salary line went up two steps instead of one step it would cost \$23,000, close to 6%. M. Gavazzi mentioned that the Social Security cost of living increase was .3%. She wondered if we can "add this to the step increase. It would be \$2,500 and could come out of the \$12,000 material budget." The consensus was that "a lot of people would see it as insulting." The question was raised about staff using a "cafeteria" plan. It is easier to budget. D. Salomon said the board should have meetings this year to discuss salary issues. The director said we could reduce the hours we are open; over time that could save money. We need to tackle current salary schedule. The basic problem is our starting salary is too low. Staff needs to work twenty hours or more per week to qualify for benefits. Full time is considered 35 hours per week. Could we close over state holidays to give the staff a break? These could work like paid days off. The director pointed out that the time off is very generous as it is. Perhaps we should survey the staff. Other libraries are paying the cost of living, which is approximately 2%, the director said. The Personnel directory is twenty years old. Can we sell a 3% increase to residents? The cost would be \$3.01 on average per homeowner. Talking points should include materials, staff, security, hours, health insurance for staff. D. Salomon made the motion to approve the 2018 budget. M. Gavazzi asked "What are the consequences for not raising the material budget?" P. Hicok said that we are part of Upper Hudson Library Service. Larger libraries may not approve. We provide material and service to the community. E.K. Greenstein said, It is part of a "social contract". If we don't have people come in, they won't support the library. The motion was seconded by L. Segreto. Approved.

Revisions to the bylaws: The revised document is in our packet. M. Gavazzi asked, "Should the Vice President take notes when the secretary is out?" It was decided to not to specify who takes notes when the secretary is not present. D. Salomon moved, with M. Oliver seconding, to approve the bylaws dated June 20, 2017.

President's report: The construction grant portal opens September 17. Boopsie is a mobile application that will work on feature phones. Upper Hudson Library System is in the process of revising minimum standards for libraries. Next year's UHLS Dinner/Celebration will be at Troy's Hilton. The date is June 14, 2018. At our next meeting we will look at figures compiled by staff. Friends will have a pop up book sale at the Makers' Mart. It will

feature mysteries. August 1 is National Night Out. We will participate. It will run from 6 -9 PM. August 12 is the next meeting of the Outreach Committee. "Shorts Out Loud" is at Main on Thursdays.

Director's report: Both Main and Lansingburgh will be receiving 'bullet aid' in the amount of \$3,000 each. There are no restrictions on the money at this point. Lansingburgh's money will probably go for doors. I am waiting for pricing for Lansingburgh doors. I am also waiting for SHPO's input about the required glass in the doors. For more information of our new mobile app, see the director's report July 11, 2017. Only one person has shown interest in running for election to the TPL board. The due date for the nominating petitions is Aug 28, 2017 at 4 PM. Stephanie Dobiecki is leaving TPL for Clifton Park library. We will be interviewing next week to fill the position. Mary Lou Cronin donated \$50,000 to us in her will. This money was given in honor of her parents. There is no restrictions on the money. Electronic material circulation is up 26%. For details, see Director's Report, July 11.2017.

No public comment.

New business: E. K. Greenstein told about an in-service workshop "Dealing with People in Poverty". It would be helpful for the Board to learn about this. It could help the Board communicate better with each other and with the public. It can be constructed in different time segments. One idea is for it could be a three hour session from 6-9PM or 5:30- 8:30 PM. Please use "word of mouth" to promote "Shorts Out Loud" which is held in the courtyard of the Main library, Thursdays at 6:30.

Our next meeting will be on August 8, 2017 at the Main library. Finance meets at 5:15. Regular business meeting is at 5:30.