

Woodbury Public Library

Board of Trustees Meeting 3/27/2012 Highland Mills Branch

The following Trustees were present:

Dorothy Morris: President
Dona Weyant: Vice President
Jane Kinney, Secretary
Frances Van Etten, Record Keeper
Kim Hood
Pat Reynolds
Ken Bonnaffons
Ellie Pastel

Trustees Absent:

Nancy Simpson

Jennifer Bradshaw: Director Woodbury Public Library

Call to Order: Meeting called to order @ 7:35 PM by the President of the Board: Dorothy Morris.

Minutes of the Previous Meeting: A motion was offered by Ms Morris, seconded by Ms Pastel to accept the February 27, 2012 minutes submitted with the following correction: spelling correction: Latino instead of Latin. All were in favor of accepting the minutes. AYES 8: Morris, Weyant, Kinney, Van Etten, Bonnaffons, Hood, Reynolds, and Pastel. ABSENT 1: Simpson

Record Keeper's Report: Ms Van Etten notes that the Town is now handling the account and for her to do so as well would be duplicating what the Town already does. In addition, Ms Bradshaw has access to the account balances and provides a record of the balance in her report. Ms Van Etten will continue to keep a list of donor's and amount of donations and send a thank you note. Ms Bradshaw reports the final balance per Town Hall for 2011 was: \$ 3,590.20. Current balance for Line: 466 (Expenditure of Donations line) is \$ 4,801.45.

Approval of vouchers to submit to Town Hall: Ms Reynolds made a motion to submit 15 signed vouchers to Town Hall. Motion seconded by Ms Hood. All were in favor of submitting 15 vouchers to Town Hall. AYES: 8: Morris, Weyant, Kinney, Van Etten, Bonnaffons, Hood, Reynolds, Pastel. Absent 1: Simpson

Director's Report: presented by Ms. Bradshaw

- Annual Report: Ms Hood made an offer to accept the Annual Report, seconded by Mr. Bonnaffons. Motion unanimously carried. AYES: 8: Morris, Weyant, Kinney, Van Etten, Bonnaffons, Hood, Reynolds, Pastel. Absent: Simpson
- Daily Cash Reports: RCLS has set up a daily cash report that is run for HML and CVL. The report lists Type of Payment and total amount- there is no patron identifying

information on the report. Ms Bradshaw notes that this report is not a complete report of all monies taken in as items such as copier fees and donations are not included in Symphony. This information will continue to be submitted in a weekly report to the Town

- Museum Passes: Ms Bradshaw did extensive research on passes/ vouchers for various museums. She looked into: The American Museum of Natural History - Voucher system, Museum of the City of New York- offers family passes, Liberty Science Center- no special passes offered, Discovery Museum and Planetarium- annual memberships available and Boscobel- annual membership is available. In the discussion that followed- other Museums were mentioned- 2 Children's Museums- One in Poughkeepsie, one in Paramus as well as Storm King Art Center and the Museum of the Moving Image in Astoria Queens. Ms Bradshaw will do some research on these Museums. The discussion also covered which museum(s) might be of the most interest, most used etc. Mr. Bonnaffons made a motion to purchase 36 Vouchers for the American Museum of Natural History. Motion was seconded by Ms Hood. Ayes: 8 Morris, Weyant, Kinney, Van Etten, Bonnaffons, Hood, Reynolds, Pastel. Absent: Simpson. The motion was unanimously carried. Funding for the vouchers will come from book sale donations and Ms Bradshaw will check with other libraries as to their policies for vouchers/ passes and develop a policy for WPL.
- Nooks: are now available for loan. One has gone out so far. The website has been published, in addition to an announcement on Channel 22. There should be a posting in the Woodbury Gazette as well.
- Overdrive: Ms Bradshaw reports the price of e-books on Overdrive over the past few months has doubled or nearly tripled. It has prompted the US Department of Justice to investigate several publishers. Some Best Sellers are now \$70 to \$80, whereas 6 months ago, they were \$25 to \$30. Ms Bradshaw would like to hold off on purchasing books on Overdrive until they come up with a better pricing system. She notes that she can purchase 2 or 3 hard cover books for the price of 1 on Overdrive. In the discussion that followed it was mentioned by Ms Hood that children may be encouraged to read more if they can do it on line. This prompted the idea of obtaining Summer Reading lists and pricing them out to see if they are more reasonable to purchase. Ms Bradshaw will look into this.
- Programming: Ms LaValle is working on library programs for the Spring which will start on April 17th. Woodbury Reads! has generated interest in the community with 3 programs scheduled. "Snow flower and the Secret Fan" was the chosen book. Ms Lavallo also leads the monthly book discussion group. Youth Services group has been planning activities for the 2012 Summer Reading Program. Themes are: "Dream Big, Read!" and "Own the Night."

Committee Reports: none at this time

Old Business:

- Upholstery Update : Ms Morris reports that she a spoken to an Upholsterer. She'll take a chair back to her this week for her to give an estimate. She also has a catalog that she'll share with Ms Morris. It is noted that the chairs have not been upholstered since 1983, but remain in very good condition.

New Business:

- Discussion on Ms Pastel's article on: IFLA Celebrating Culture, Reading & Family Literacy: Ms Pastel mentioned ideas on reaching out to the Hispanic community as well as to encourage literacy and public awareness of various cultures. She notes that October is Hispanic Heritage Month, perhaps the Library could offer something special- family tree, story hour, exploration of the Nature Trail with a bilingual guide. Ms Pastel will reach out to Ms LaValle about introducing something during the Summer Reading Program. She'll also make some mock up posters in Spanish and English for review by the Board with some of her ideas.

Additional Items:

- Name Tags: Ms Kinney mentioned that it would be helpful for Library staff to wear name tags. Others agreed that it would make it easier for patrons to identify the staff and address them by name. Ms Bradshaw will look into ordering new name tags and address this with the staff.
- Opening up more space in the Library: Ms Bradshaw notes that reference books are being culled, some older items are being put into circulation. This will help to open up some shelving and to provide more space for reading.

Public Comment: none

Mr. Bonnaffons made a motion to adjourn the meeting, which was seconded by Ms Pastel. The meeting was adjourned at 9:30 PM.

Next regular Board Meeting: April 24, 2012

Respectfully Submitted,

Jane Kinney