**Waterford Public Library**

117 Third Street, Waterford, NY

Board of Trustees Meeting Minutes of February 8, 2022

**Attendees:**

Director: Tim McDonough

Trustees present: Chris Connell, Barry Walsh, James Formosa, Francis Hogan, Liz Callaghan

President Chris Connell called the meeting to order at 6:10 pm.

**Minutes:**

Minutes were reviewed – there were no corrections, additions or deletions. Motion to approve the minutes was made by Chris, seconded by Barry.

**Financials Reviewed:**

* Balance Sheet - Citizens Operating Fund balance on January 31, 2022 was $6,474.18.
* Total expenditures for January were $19,004.96. Motion made to approve the General Ledger was made by Liz and seconded by James.
* Review and approval for payment of warrants – motion made by Chris, seconded by Liz.

**Director’s Report:**

* Circulation totals for January – 1,372. Physical audio books no longer being borrowed, Tim is anticipating the elimination of the collection in near future.
* Update on meetings and Continuing Education
* Landscaping – Dave Fletcher is scheduled to come tomorrow (February 9) to share ideas, etc.
* Newspaper delivery has been unreliable
* Nintendo Switch has arrived, Tara will begin Van Schoonhoven visits in March, Liz Albanetti is planning Valentine’s “take and make” craft and also winter break activities.

**Old Business:**

* Office remodeling proposal – Chris asked about separate meeting space and Tim stated that there is a separate seating area for Director that can be used for meetings. Liz inquired about ADA compliance and Tim said that he will confirm that. Tim stated that the $5,286.02 will come from reserves, grants and donations.
* Tim reached out to Donna Van Alst from College of St. Rose. She has provided spreadsheets with info and next step is that she and 1-2 students will come to the Library to see the space, facilities, etc.

**New Business:**

* Saratoga County grants program for non-profits. Tim said that we will fill out an application.
* We will have a budget workshop on Wednesday, February 23 at 5:30
* Newsletter – Francis will work on it and send out a template to Chris next week.
* Tim has planned a Celtic Music Program with Gaelic-Americana music for Saturday, April 23rd at 2:00 pm. Cost is $400.
* James suggested that the Library consider being a sign-up site for the community baseball program.

**Public Comment:**

NONE

Next meeting will be held on March 8, 2022 at 6:00. Motion to adjourn was made by Chris Connell at 7:19, seconded by Liz.

Respectfully submitted,

Liz Callaghan, Board of Trustees Secretary