

In attendance: Michael Poost – President  
Kevin McCann – Vice President  
Bob West – Treasurer  
Jim Lansing - Secretary  
Jill Dugas Hughes – Library Director  
Elizabeth Giugno  
Shay Harrison  
Mandy McCord  
Liz Reyner - President Friends of the Library  
Tom Grant – Rensselaer County Legislature  
Eileen Riley – Secretary to the Board of Directors

Meeting called to order @7:32.

**PUBLIC COMMENT:** None.

**MINUTES:** The January minutes were corrected as follows:  
The Friends meeting was held on Tuesday, January 16, 2018.

**MOTION:** Mr. McCann made a motion to accept the minutes of the January 15, 2018 Board meeting as corrected. 2<sup>nd</sup> Mr. Lansing. All in favor. None opposed. The motion carried.

**TREASURER’S REPORT:**

**MOTION:** With 12% of the year over, Mr. McCann made a motion to accept the Balance Sheet & P & L as presented. 2<sup>ND</sup> Ms. Giugno. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

**MOTION:** Mr. McCann made a motion to authorize the signing of the Warrant dated February 14, 2018 in the amount of \$48,096.44. 2<sup>nd</sup> Mr.Lansing. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

**MOTION:** Mr. McCann made a motion to accept the Off Warrant dated February 14, 2018 in the amount of \$99,029.02. 2<sup>nd</sup> Mr. Harrison. All in favor. None opposed. The motion carried.

**COMMITTEE REPORTS:**

Administration: 3 new hires  
April 18, 2018 Staff Development Day;  
Friends have already funded their balance from 2017.

Service:

Advocacy Day February 28, 2018;  
2 policies per month have been scheduled for discussion.

**PERSONNEL:** Mr. Lansing made a motion to accept the Personnel Memorandum as presented. 2<sup>nd</sup> Mr. McCann. All in favor. None opposed. The motion carried.

**DIRECTOR'S REPORT:** Excerpts from the Annual report:

Staff is culling the collection to reduce the # of volumes to 70,000;  
Program attendance is up;  
Book circulation is up;  
All other physical items are up;  
The # of adult programs increased from 186 – 246  
The type of programs being sponsored is being reviewed.

**FRIENDS:**

Meeting 2/20 @ 6:30;  
Members are attending the Advocacy Day;  
Volunteers are still needed for the movie event;  
There will be a book sale in April;  
Grants are ready to be approved.

**EAST GREENBUSH TOWN BOARD:** Holly Kennedy will attend the Library board meetings.

**RENSELAER COUNTY:** The purchasing system is being reviewed with the goal of reducing costs.

**UHLS:**

The board met 2/14/18 & the importance of Advocacy Day was stressed.  
An additional construction grant was awarded to Berne in the amount of \$18,000.00.  
The award process is being reviewed.  
Patrons will soon be able to pay fees on line which will change what library receives the fees.

**OLD BUSINESS:**

Heat pumps have been ordered & a construction grant request will be submitted to cover the remainder of the project.

**NEW BUSINESS:** Library information will now appear in The Advertiser.

**MOTION:** Mr. McCann made a motion to adjourn @ 9:05. 2<sup>nd</sup> Mr. Lansing. All in favor. None opposed.  
The motion carried.

Respectfully submitted,  
Eileen Riley  
Secretary to the Board of Directors