

**Board of Trustees  
Crandall Public Library  
AGENDA  
DECEMBER 2, 2015**

- |   |                 |
|---|-----------------|
| <b>1. Call to order</b>   | M. Toomey       |
| <b>2. Public Comment</b>  |                 |
| <b>3. Literacy NY</b>   | M. Lange        |
| <b>4. Correspondence and Press</b> (see board pass around file for actual correspondence)   |                 |
| <b>5. Approval of Board of Trustees Minutes: October 2015</b>   | M. Toomey       |
| <b>6. Treasurers Report, October 2015</b><br>A. Budget Amendments   | B. Caimano      |
| <b>7. Approval of Claims Auditor Reports for November 12 &amp; 27, 2015 bills.</b>  | B. Caimano      |
| <b>8. Committee Reports</b>   |                 |
| <b>Personnel</b>  | T. Vanderminden |
| 1. Resignation of Frank Pelkey  |                 |
| 2. Resignation of Matt Nelson   |                 |
| 3. Approval of Health Insurance plans for 2016. Blue Shield Plan POS-Platinum Radius (Local Network) and Blue Shield EPO-Platinum 5000 (National Network)   |                 |
| <b>Finance</b>  | B. Caimano      |
| 1. Change to the <i>Current Investment Guidelines Policy</i> , Item # 3. (which currently reads \$250.00 for both A. & B.)<br><u>Unrestricted Donations</u> to read<br>Donations which <u>are not</u> bequests: |                 |

After requirements for the line item "Unrestricted Donations" in the Operating Budget are met each year, the following guidelines shall apply for unrestricted donations:

- A. Donations of \$5000.00 or less shall be deposited to the operating funds of the library.
- B. Donations larger than \$5000.00 shall be deposited at 50% to the Investment Funds and 50% to the Operating Funds of the library.

- 2. Change to the *Crandall Public Library Employee Handbook*, under Regular Pay Procedures, as of January 1, 2016 Employee Direct Deposit is to become mandatory for all employees.

**9. Friends of Crandall Public Library**

K. Kathe/D. Robinson

**10. SALS**

D. Nemer

**11. Director's Report & Action Items:**

K. Naftaly

**A. Action items:**

- 1. Approval of 2016 Board of Trustees meeting dates.
- 2. Permission to be lead organization on collaborative submission to Glens Falls Foundation for \$60,000 grant to address breaking the cycle of generational poverty and assisting families and children in crisis. The partnership is for Local Aid Network: Warren Washington and Northern Saratoga Counties, a comprehensive and up-to-date web portal and database of services and individuals who serve those in need.
- 3. Permission to send up to five staff members to the Public Library Association conference in Denver, Colorado, April 6-9, 2016. Cost (including registration, travel, housing and meals) not to exceed \$7,750.

**12. Department Reports**

- A. Herman, Adult Services
- L. Shanks, Development Director
- P. Frazier, Children's Department
- T. DeGarmo, Folklife
- G. Forshey, Innovation and Patron Experience

**13. Old Business**

**14. New Business**

**15. Executive Session (if necessary)**

**16. Adjournment**

**The next Board Meeting is  
January 13, 2016  
4:30 PM,  
Holden Meeting Room**