



**Board of Trustees
Crandall Public Library
AGENDA
February 19, 2020
4:30 p.m. Holden Room, Second Floor**

- 1. Call to order** B. Caimano
- 2. Public Comment**
- 3. Correspondence and Press (see board pass around file for actual correspondence)**
- 4. Department Reports**
 - A. Assistant Director, G. Forshey
 - B. Adult Services, J. Boyer,
 - C. Children's Department, P. Frazier
 - D. Development Department, M. Chandler
- 5. Friends of Crandall Public Library** C. Schmitt
- 6. Approval of Board of Trustees Minutes: January 22, 2020** B. Caimano
- 7. Treasurers Report, January 2020** D. Hazewski
 - A. Budget Amendments
- 8. Approval of Claims Auditor Reports for January 30, 2020 and February 14, 2020 for bills/ payroll.** D. Hazewski
- 9. Committee Reports**
 - A. Personnel T. Vanderminden
 1. Approval of Probational Appointment (per Warren County Civil Service Exam State: #65350 Local: # 3083) of Administrative Assistant Melissa Durett-Clapper, effective March 2, 2020 at a salary of \$40,000/year.
 - B. Finance
 1. 2019 Audit Review, West & Co. Jill Thaisz
- 10. SALS** D. Nemer
- 11. Director's Report & Action Items** K. Naftaly
 - A. Action items:**
 - a. Permission to for Todd DeGarmo to attend the 2020 Museum & Folk Art Forum, hosted by the Museum Association of New York and New York Folklore on Saturday, March 28, 2020, 10 am to 6 pm at the New York State Museum's Huxley Theater, Albany, NY. Costs (covered by NYSCA Folk Art monies): Registration fee of \$55 (includes lunch), travel and parking.

- b. Permission to send four Children's Department staff to the YSS Conference in Clayton, NY May 2020. Cost: Registration=\$680 (\$170 x 4 includes breakfast and lunch), Lodging=\$258 (\$129 x 2), Travel=\$225 (roundtrip 392 x .575)
- c. Permission to submit grant application for at least \$19,000 to NYSCA by March 12, 2020 for the Crandall Public Library Film & Video Festival.
- d. Approval of submission to SALS for final review of the 2019 NYS Annual Report.
- e. Permission to allow electronic payment of several credit card accounts e.g., Bank of America and Amazon (via Synchrony Bank) after approval by claims auditor and treasurer.

12. Old Business

13. New Business

- A. \$2.2 Million Donation Discussion

14. Executive Session (if necessary)

15. Adjournment

**The next Board Meeting is
Wednesday March 25, 2020
4:30 p.m.
Holden Meeting Room**