Board of Trustees
Crandall Public Library
AGENDA
November 18, 2020
4:30 p.m.
Community Room (Board & Staff Members only)
Virtual Zoom Meeting
https://us02web.zoom.us/j/7729709617

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
   E. Folklife Department, T. DeGarmo

5. **Friends of Crandall Library** C. Schmitt

6. **Approval of Board of Trustees Minutes: October 28, 2020** B. Caimano

7. **Treasurer's Report, October 2020** D. Hazewski

8. **Approval of Claims Auditor Reports, October 2020** D. Hazewski

9. **Committee(s) Reports**

   Personnel

   1. Acceptance of the Retirement of Library Clerk Susan Burkley, effective November 6, 2020, Susan has worked at the Library for 10-years.

10. **SALS** D. Nemer

11. **Director's Report & Action Items** K. Naftaly

Action Item:
1. MODEL RESOLUTION RESOLVED, By the Trustees of Crandall Public Library that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A:(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

12. Old Business

13. New Business

14. Executive Session (if necessary)

15. Adjournment

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The next Board Meeting is the Organizational Meeting
Wednesday, January 6, 2021
4:30 PM
Meeting Method: To be Announced

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