

Board of Trustees Crandall Public Library

AGENDA April 22, 2009

4:00 pm

1. **Call to order** R. Leonelli
2. **Public Comment** R. Leonelli
3. **Nominating Committee report** Toomey/Nemer
 - a. Oath of Office – new trustee - Tia Vanderminden – Glens Falls
 - b. Oath of Office – Sanford Searleman – Queensbury
4. **Correspondence and Press** (see board pass around file for actual correspondence)
5. **Approval of Board of Trustees Minutes: March 4, 2009** R. Leonelli
6. **Treasurers Report – February, 2009 and March, 2009** Caimano
7. **Approval of Warrant, March 1, 2009 to March 25, 2009, bills & payroll
March 26, 2009 to April 22, 2009, bills & payroll** Caimano
8. **Project Budget** Caimano
 - a. Project Budget Amendments
9. **Committee Reports**
 - A. **Executive Committee** R. Leonelli
 1. Approval for a Richard Merrill memorial naming opportunity and Jessica Weller memorial end panel
 2. Approval of revised Behan Communications proposal
 3. Possible suspensions
 - B. **Fund Raising Committee**
 - C. **Personnel Committee** A. Newcomb
 1. Probationary Appointment of Steven Ray, Computer Assistant, effective April 9, 2009 with probation lasting until October 9, 2009
 2. Resignation of Susan McKinney, PT Library Clerk, as of 3/30/2009
10. **Friends of Crandall Public Library** M. Kerr
11. **SALS**
12. **Director's Report & Action Items:** C. McDonald
 - Action items:**
 1. Approval of revised tutoring policies
 2. Permission for up to 10 staff to attend one of five EAP Seminars in April. The seminars take place at the

Library. Free to our employees and no travel costs. Selected titles include Being Positive in the Workplace and Think Like a Customer, Act Like the Owner.

3. Approval of renewal of eTapestry contract from 5/2/2009 – 5/1/2010 for \$1755
4. Permission for Todd DeGarmo to attend the NYS Folk Arts Roundtable, May 13-15 in Skaneateles, NY. Estimated costs from NYSCA-Folk Arts budget: \$545
5. Approval of Legal Notice for Trustee Petitions for publication in May 2009
6. Approval for McDonald, Naftaly & DeGarmo to attend the SALS Annual Meeting on 5/18/09
Cost - \$25/per person
7. Approval for Pam Frazier, Marcy Devoe and Adelaid Leibold to attend “Marketing Your Library Like a Bookstore” at the Barnes and Noble Book Store in Saratoga Springs on Thursday, April 23, 2009 at 7:00 pm. Cost-travel
8. Adirondack Museum requests the loan of one item from our Folk Art & Artists Collection: the Sampler Tied Quilt made by the Johnsburg United Methodist Women, to be displayed in their upcoming exhibition, “Common Threads: 150 Years of Adirondack Quilts & Comforters”, May 22 to October 18, 2009. We will have a loan agreement and a certificate of insurance, valuing the quilt at \$1,000.
9. Approval for Crandall Public Library to participate in the Energy Plus customized electricity program offered through the New York Library Association (NYLA)

13. Department Reports

- A. L. Shanks, Development Director
- B. K. Naftaly, Assistant Library Director III
- C. A. Herman, Adult Services
- D. P. Frazier, Children’s Department
- E. T. DeGarmo, Folklife Center

14. Old Business

15. New Business

16. Executive Session

17. Adjournment

**The next Board Meeting
will be held on
Wednesday May 27th, 2009
at 4:00 pm
in the Computer Lab**