

DRAFT

**Minutes of the Board of Trustees
September 28, 2011**

Attendance:

Trustees: Mr. Leonelli, Ms. Caimano, Mr. Searleman, Ms. Newcomb, Ms. Putnam, Mr. Sheahan, Ms. Nemer, Mr. Toomey, Ms. Irion, Mr. Pratt.

Excused: Mr. Rottenstreich, Ms. Vanderminden, Mr. Lebowitz,

Staff: Ms. McDonald, Ms. Naftaly, Ms. Davis, Ms. Webb.

Guests: Joe LaFiura, Fuller & LaFiura; Cheryl Bilodeau, President Friends of Crandall Public Library; Kathleen Murphy, Board, Friends of Crandall Public Library

Meeting was called to order at 4:05 p.m. by President Richard Leonelli

Friends have yard signs for everyone who can use them, for the Library budget vote. Friends left at 4:07 pm.

Correspondence and Press (see Board Pass Around file for actual correspondence and press)

Approval of Board of Trustees Meeting Minutes

Motion to approve Board of Trustees Minutes of August 31, 2011 was made by Mr. Searleman, seconded by Ms. Newcomb. Motion carried.

Audit Report 2010 Fuller & LaFiura – Joe LaFiura went over the 2010 Audit report. He asked if there were any questions. **Motion** to accept the 2010 Audit report made by Mr. Searleman, seconded by Ms. Caimano. Motion carried.

Mr. Pratt entered at 4:10pm and Mr. LaFiura left at 4:15pm.

Treasurers Report – August 2011

Mr. Pratt went over the Treasurer's report and budget revisions. Revenues are at 89% and expenses are at 56%. We are at approximately 67% through the year. **Motion** was made by Mr. Searleman, seconded by Ms. Caimano to approve the Treasurers report and the Budget Revisions. Motion carried.

Approval of Warrant

Motion was made by Mr. Searleman, and seconded by Ms. Putnam to accept the Warrant, September 1, 2011 to September 28, 2011 bills & payroll. Motion carried.

Committee Reports

A. Finance Committee – Several Trustees met with Mr. Thompson from the Post Star to go over the 2012 Budget.

Friends of Crandall Public Library

No report. Just a reminder that the Friends have yard signs available for Election Day for anyone who can use them.

SALS

Christine attended the SALS meeting and indicated that they discussed the summer reading program and 2% tax cap.

Director's Report

Christine indicated she is looking into prices to purchase additional benches and bike racks for the outside with the Watson Bequest.

Action items:

1. Approval of the Independent Contractor Agreement with Mariagnes DeMeo who will act as Claims Auditor for the Library starting October 1, 2011.
2. Approval for K. Naftaly and C. McDonald to attend the 2012 Public Library Association Conference in Philadelphia. SALS will pay \$1,000 towards expenses. Estimated costs: Travel TBD, Registration for two \$430; Hotel March 12-17, \$1,000; Pre-conferences \$430. Cost covered in Workshops line item.
3. Approval to submit the NYS Construction Grant for laptop computer counter in New Book Area with 50% matching funds of \$3,533 to come from the Capital Reserve Account.
4. Approval of a letter of Support to the City of Glens Falls for the NYS Brownfield Opportunity Areas (BOA) program.

Motion to approve action items 1-4 made by Mr. Searleman, seconded by Ms. Caimano. Motion carried.

Department Reports

K. Naftaly, Assistant Library Director III

Ms. Naftaly gave all department reports this month.

A. Herman, Adult Services

They indicated they had a busy summer. Staff member Frank Pelkey was awarded a Certificate of Appreciation for Outstanding Performance as Outreach Coordinator for the Library.

P. Frazier, Children's Department

Ms. Frazier indicated that the Summer Reading program has increased 58% between 2007-2011. 1145 kids and 208 parents participated in programs this summer.

T. DeGarmo, Folklife Center

Post cards for the Glens Falls Hospital Guild Exhibition October – December 2011 were passed out. A reception will be held on October 5, 2011 4-6 pm. Tasty Talks will host Naomi Duguid on September 29, 2011 at 7 pm.

L. Shanks, Development Director

If anyone has raffle tickets and money to return please give it to Kathy. Ms. Shanks indicated that the invitations to the Henry Crandall Award went out on Tuesday.

Old Business

- A. Filling open position in Queensbury
- B. 2012 Officers
- C. Warren County Aid 2012
- E. Revision of Investment Policies
- F. Code of Ethics and Conflict of Interest Polices

Committee to Accomplish

- Board Development
- Board Development
- Finance Committee
- Finance Committee
- Executive Committee

There will be a Board Development meeting held in October.

New Business

- A. Revision of By-Laws
- B. Decision on investing \$15,000 from Watson bequest, currently in GFNB Temporary Fund
The Board asked Ms. McDonald to get quotes for a new bike rack and benches.
- C. Acceptance of letter of resignation of Patrick Dee, a Queensbury Trustee, dated September 12, 2011.

- Executive Committee
- Finance Committee
- Finance Committee

- Director

Motion to accept the resignation of Patrick Dee was made by Mr. Searleman, seconded by Mr. Pratt. Motion carried.

Ms. McDonald reported on a September 2nd meeting with ARCC and Kiwanis on Taste of the North Country. Thanks to Dan Burke and others, Kiwanis agreed to keep the footprint plan from last year which impacts City Park minimally.

Ms. Newcomb asked for information regarding the Film Series program. Discussion was held.

Adjournment

Motion to adjourn was made by Mr. Searleman, seconded by Mr. Pratt. Motion carried. Meeting adjourned 4:52pm

Respectfully Submitted,

Patricia Irion
Secretary of the Board of Trustees of Crandall Public Library

Recorded by Linda Webb, Administrative Assistant

**The next Board meeting will be
Wednesday, October 26, 2011**

4:00 pm
Holden Meeting Room, 2nd floor