

**Board of Trustees
Crandall Public Library**

**AGENDA
May 30, 2012**

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| 1. Call to order | S. Searleman |
| 2. Public Comment | S. Searleman |
| 3. Correspondence and Press (see board pass around file for actual correspondence) | |
| 4. Approval of Board of Trustees Minutes: May 2, 2012 | S. Searleman |
| 5. Treasurers Report, April, 2012
None, April & May's reports will be presented at the June meeting. | P. Irion |
| 6. Approval of Claims Auditor Report for, May 15 & 30, 2012 bills & payroll
Approval of Claims Auditor Report for March 30, April 13 & 30, 2012 bills & payroll | C. Davis |
| 7. Committee Reports
Executive:
Approval of the proposed Henry Crandall Award recipient.
Approval of patron Wayne Joseph suspension for a period of one year. | |
| 8. Friends of Crandall Public Library | W.McKnight |
| 9. SALS | D. Nemer |
| 10. Director's Report & Action Items: | C. McDonald |
- A. Action items:**
1. Approval of the Proposal for UPS Emergency Service and Preventive Maintenance Contract for our APC Symmetra PX, 20kVA USP System. Battery backup source for our public and private servers.
 2. Todd DeGarmo recommends to the Board of Trustees that they give Robert Durkee, Treasurer of Sandy Hills Days, permission to use our photographic image of the Strand Theater in Hudson Falls (Fisher photo #784) for their Sandy Hill Days 2012 promotional materials (i.e. logo, pins, t-shirts). They will give us credit in their program booklet and provide a copy of the pin and t-shirt for our special collections.

3. Todd DeGarmo seeks permission to submit a request for a Greater Hudson Heritage Network Conservation Treatment Grant of \$5,295 toward the treatment of our 1860 Map of New York State by Robert Pearsall Smith, due June 1, 2012.
4. Approval to apply for a \$5,000 grant from TD Bank for the 2012 Winter and 2013 Summer Reading Programs.
5. Approval to participate in the TD Bank Affinity Program (a fundraising effort).
6. Permission for Librarian I Kevin Rogan to attend What's New in U.S. Government Information at the William K. Sanford Town Library on June 5. Cost: travel.
7. Permission for Sue Laing, Stacy Camp, Adelaide Leibold, and Dorie Stevenson to attend CALA workshop on iPads and Their Roles in Libraries at the Folsom Library (RPI), Troy. Cost : \$20.00 (\$5.00 each) plus travel (carpool). Serves Strategic Plan Goal 8 and Organizational Competencies for Training and Staff Development.
8. *Permission for Todd DeGarmo to attend the American Folklore Society's 2012 (124th) Annual Meeting in New Orleans, LA, October 24 to 27, 2012 as a speaker about our Quebec Bread Oven project. Total cost: approx. \$2,000
[Costs include: Registration for members: \$135; Hotel at conference rate of \$169+tax per night x 5 nights=\$964.85; Food reimbursements @ \$50 per day; Southwest Airlines \$456 (rt); and travel to/from Albany airport of 100 miles & long term parking] Serves Strategic Plan Goal 5 and Organizational Competencies for External Partnerships and Training and Staff Development.
9. *Permission of Librarian I, Julia Stuckman to attend the Association for Library Service to Children (ALSC) National Institute in Indianapolis, IN September 20-22, 2012. Costs: \$1,500 [Costs include: registration, lodging, meals and transportation.]
Serves Strategic Plan Goal 1 and Organizational Competencies for Training and Staff Development.
10. Approval to pay Erica Burke mileage for outreach programs she attended at Queensbury Senior Citizens Center, Caldwell Presbyterian Seniors, Heritage Hurters (2) for a total of \$96.57.
11. Permission to explore the possibility of applying for a NYS Department of Labor grant to continue the Unemployed Worker Program via the NYS Consolidated Funding Application. The Library's partner would continue to be Northeast Career Planning. The maximum grant this year is \$100,000.
12. Permission to apply for the NYS Council on the Arts Folk Life and Film grants due in June.
13. Permission for Guin Forshey to attend a digital literacy workshop at NYLA on Thursday, 5/31 from 9-4; there is no cost.
14. Permission to submit the NYSCA Folk Arts & Film applications for FY2013, registration, application and supplemental materials all due June 20, 2012.

**NOTE: Both Todd and Julia are actively seeking roommates to defray part of the housing costs for #'s 8 & 9. Recommended that Todd and Julia find roommates for this to be approved.

11. Department Reports

- K. Naftaly, Assistant Library Director, III
- A. Herman, Adult Services
- L. Shanks, Development Director
- P. Frazier, Children's Department
- T. DeGarmo, Folklife

12. Old Business

- A. Filling open position in Queensbury
- B. Warren County Aid 2012

Board Development Committee
Meets 6/14/12
Finance Committee

- C. Revision of Investment Policies Finance Committee
- D. Decision on investing \$15,000 from Watson bequest, Finance Committee
in GFNB Temp. Fund (possibly for bike rack project)
- F. Revision of Suspension Policy Executive Committee
- G. Vote on changes of the By-Laws 3rd notice Board of Trustees
Changes pending NYCON attorney recommendations as per meeting 5-23-12

13. New Business

- A. 2012 Budget process and deadlines Finance Committee
Schedule available 5-30-12
- B. Meeting Room Policy Executive Committee
- C. Questions regarding Film projecting Finance Committee
- D. Approval of conflict of Interest Form for Trustees, Friends, Staff, Volunteers Executive Committee

14. Executive Session (if needed)

15. Adjournment

**The next Board Meeting is
Wednesday, June 27, 2012
4:00 PM,
Holden Meeting Room**