

**Board of Trustees  
Crandall Public Library**

**AGENDA  
November 28, 2012**

1. **Call to order** S. Searleman
2. **Public Comment** S. Searleman
4. **Correspondence and Press** (see board pass around file for actual correspondence)
5. **Approval of Board of Trustees Minutes: October 24, 2012** S. Searleman  
**Approval to "Amend Something Previously Adopted" in the August 29, 2012 Meeting Minutes.**  
**Item that was left out of the minutes under President's report:** As per Crandall Public Library Bylaws, Article V, Mr. Searleman will form a Search Committee to hire a new Director for the Library.
6. **Treasurers Report, October 2012** C. Davis  
A. Budget Amendments
7. **Approval of Claims Auditor Report for October 31<sup>st</sup>, November 15, 2012 bills & payroll** C. Davis
8. **Committee Reports**
  1. Search Committee S Searleman  
A motion to hire Bradbury Associates/Gossage Sager Associates at a fee not to exceed \$22,000 to perform a search for the new Crandall Public Library Director was made by Ms. Newcomb, seconded by Mr. Sheahan. Motion carried. The committee will make the recommendation to the full Board at the November 28, 2012 meeting.  
  
Request for a budget revision pending approval to move the total \$22,000 out of salaries and into professional fees to cover the fee for the consulting firm of Bradbury Associates/Gossage Sager Associates. A \$4,500 retainer is due upon Board approval.
  2. Board Development R. Sheahan  
The Committee would like to make a recommendation for the 2013 Board of Trustee officers.
9. **Friends of Crandall Public Library** B. Sheahan
10. **SALS** D. Nemer

**11. Acting Director's Report & Action Items:**

K. Naftaly

**A. Action items:**

1. Approval to hold the Love Your Library Raffle drawing on April 9 and begin selling tickets January 1. Scoville Jewelers has agreed to support the event again and has agreed to the April 9 drawing date.
2. Approval for the following timeline for the Gala & Henry Crandall Award: Award nomination deadline March 31. Recipient decided at April 24 board meeting. Event date September 14.
3. Approval for Crandall Public Library to participate in Scoville Jewelers CLASP program.
4. Retroactive approval for Kathy Naftaly's attendance at the ARCC's Eggs & Issues Breakfast at the Queensbury Motel, Tuesday, November 27, 2012. Cost: \$25.00.
5. Permission for Kathy Naftaly to travel to Albany, NY to present testimony in support of library funding to the Legislature's Standing Committee on Library and Education Technology, November 29, 2012. Cost: travel.
6. Permission for BBH Digital Film Productions to film a scene in the Crandall Public Library on Sunday, December 2, 2012 between 1:30 pm and 4:30 pm. (Note: Certificate of Insurance is in Board pass-around).
7. Permission for Kathy Naftaly to attend ARCC's Network for Enterprising Women's December Luncheon at the Log Jam. Topic "Different Buckets—Crating a Life with Vision, Purpose & Heart" Cost \$18.00
8. Permission to apply for grants available For Deliberative Forums Work - The Taylor L. Willingham Legacy Fund to encourage community discussion of national issues. Amount ranges from \$500-1,000.
9. Approval of 2013 Board of Trustee meeting dates.

**12. Department Reports**

- A. Herman, Adult Services
- L. Shanks, Development Director
- P. Frazier, Children's Department
- T. DeGarmo, Folklife
- Meet your Staff—Stacy Camp Senior Library Clerk, Technical Services/Circulation

**13. Old Business**

- A. Retention of Auditor Joe LaFiura for second year of contract Executive Committee

**14. New Business**

- A. Acceptance of RFP from cleaning company bids. Finance Committee

**15. Executive Session (if necessary)**

**16. Adjournment**

**The next Board Meeting is  
 Thursday, January 3, 2013  
 4:00 PM,  
 Holden Meeting Room**