

**Board of Trustees
Meeting Minutes
June 26, 2013**

Attendance:

Trustees: Mr. Searleman, Mr. Leonelli, Mr. Toomey, Mr. Sheahan, Ms. Nemer, Ms. Caimano, Ms. Vanderminden, Mr. Lebowitz, Mr. Rottenstreich, Ms. Johnson, Ms. Troelstra, Ms. Newcomb

Absent: Mr. Pratt, Mr. Gannon

Staff: Ms. Naftaly, Ms. Webb, Ms. Shanks, Ms. Herman, Ms. Frazier, Ms. Bell, Mr. DeGarmo

Guests: Kathleen Kathe – Friends of CPL, Maury Thompson – *The Post-Star*

Meeting was called to order at 4:07 p.m. by President Sanford Searleman.

Public Comment: None

President Sanford Searleman gave the oath of office to Megan Johnson who will be fulfilling Queensbury Board member Patricia Irion's spot as Trustee as Ms. Irion recently resigned due to a move out of the district. Her term will expire on December 31, 2016.

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

Board of Trustees Meeting Minutes

Motion to approve the Board of Trustees Meeting Minutes of May 22, 2013 that was sent via email was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried.

Treasurer's Report – April & May 2013

A ***Motion*** was made to approve the April, 2013 Treasurer's report and Budget Amendments by Ms. Caimano, seconded by Mr. Sheahan. Motion Carried.

A ***Motion*** was made to approve the May, 2013 Treasurer's report and Budget Amendment by Ms. Caimano, seconded by Ms. Troelstra. Motion carried.

Approval of Claims Auditor Report

Approval of the May 31 and June 14, 2013 Claims Auditor Report for bills & payroll. A **Motion** to approve the Claims Auditor reports was made by Ms. Newcomb, seconded by Mr. Leonelli. Motion carried.

Committee Reports

Executive

A. Approval of suspension of patron Marie Remillard for three months.

B. Approval of suspension of patron Patrick Casey for three years.

A **Motion** to suspend patrons Marie Remillard for a period of three months and patron Patrick Casey for a period of three years was made by Ms. Caimano, seconded by Mr. Rottenstreich. Motion carried.

Personnel

A. Appointment of Marc Merkle, Computer Assistant from provisional to probationary effective June 26, 2013 per Civil Service test # 64065 & 1824. Salary: \$17.74 per hour.

A **Motion** to accept the appointment of Marc Merkle was made by Ms. Vanderminden, seconded by Ms. Newcomb. Motion carried.

Board Development

A. Megan Johnson of Queensbury has agreed to fill the open position left by the resignation of Patty Irion. She was given the Oath of Office by Mr. Searleman.

Friends of Crandall Public Library

Ms. Kathe reported that the June book sale made \$12,800.

SALS

Ms. Nemer reported that JA is still discussing fees for running Polaris.

Director's Report

Ms. Naftaly indicated that she is working on the 2014 budget. Ms. Naftaly along with Ms. Shanks have been going out and meeting with prospective sponsors for this year's gala.

Action items:

1. Approve for Linda Webb to attend a Health Care Reform Seminar at the Queensbury Hotel, June 26, 2013. No cost
2. Permission to submit the New York Grants Gateway registration document as additional material for NYSCA Folk Arts & Film applications for FY2014. (Registration, application and supplemental materials which were submitted prior to the June 12, 2013 deadline.)
3. Permission for Kathy Naftaly to attend the 2013 NYLA Conference in Niagara Falls, NY from Tuesday, September 25 through Saturday, September 28. Costs: registration, travel, lodging and meals are covered by NYLA-PLS.
4. Permission to submit grant proposals to the Leo Cox Beach Foundation by their deadline of July 15, 2013.
5. Approval to proceed with the project to add additional seating, modify shelving and retrofit the Customer Service area for enhanced ADA compliance. To continue processing a grant application to be submitted to for NYS Library Construction funding by August 30, 2013. Additional funding would come from the Watson Bequest and/or the Project Fund.

A **Motion** to accept action items # 1-5 was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman indicated that the Spring Film Series ended last night. Jennifer Boyer is working on the fall series. There will be two showings in the fall, a matinee and evening showing. Jennifer made the announcement last night and folks were very happy to hear of the two showings. The Adult Summer Reading Program currently has 44 adults signed up. There are prizes. The 1st prizes will be a Nook. Staff will be included for fun but will not be eligible to win prizes.

L. Shanks, Development Director

Ms. Shanks announced that she is actively seeking sponsorships for the Hooray for Hollywood Gala. She is hoping to raise a net profit of at least \$25,000 for the event. The auction and sponsors are key to raising the funds. They will be recognizing John Austin. There will be corporate tables available.

P. Frazier, Children's Department

Ms. Frazier stated that she is finished with all of the school outreach. She spoke about the Playaway's when she was at the outreach and in the last couple of weeks circulation for them has gone up in the children's department. There were over 200 people at the Summer Reading Kick off party. In the teen department they are getting ready for their Murder at the Miss-Management Pageant on June 27th. The Teens will also have a Summer Reading Program

T. DeGarmo, Folklife

Mr. DeGarmo stated that Folklife is in full summer mode. They are switching out the gallery. The new display is Haven Runs Down to the Lake – 100 Years at YMCA Camp Chingachgook. There will be a reception for it on July 18th. We are partnering with the Summerland Music Society to bring 3 summer concerts. Part of it will be funded by the Friends. There will be a guess what I collect with the Children's' department this summer.

Old Business:

1. Review of Crandall Public Library's suspension policy.

Ms. Naftaly reviewed the 2nd Draft of the Suspension or Revocation of Library Privileges Policy. She highlighted the composition of the Suspension Panel and guidelines that the Panel will abide by. The patron will be on suspension until the panel meets to discuss the issue. The Panel will have to meet within three days of the incident. For all suspensions over 30 days the patron will have the right to appeal to the Executive Committee. In the event of an appeal, the committee will have a certain number of days to convene. Ms. Naftaly will revise the policy and go over it at the July Board Meeting.

New Business:

1. Resignation letter from Susan Putnam.

Mr. Searleman read a resignation letter from Susan Putnam, Trustee from Queensbury. A **Motion** to regretfully accept the resignation was made by Ms. Caimano, seconded by Ms. Vanderminden. Motion carried.

Executive Session

A **Motion** to go into Executive Session to discuss an Employee Performance Evaluation was made by Mr. Rottenstreich, seconded by Ms. Caimano. Motion carried.

A *Motion* to come out of Executive Session at 5:25 pm was made by Mr. Rottenstreich, seconded by Ms. Caimano. Motion carried.

Adjournment

A *Motion* to adjourn was made by Mr. Lebowitz, seconded by Mr. Leonelli. Motion carried. Meeting adjourned at 5:26 p.m.

Respectfully Submitted,

Christina Vanderminden
Secretary of the Board of Trustees

Recorded by Linda Webb
Administrative/Human Resource Assistant

**The next Board Meeting
July 24, 2013
4:00 pm
Holden Meeting Room**