

**Board of Trustees
Meeting Minutes
June 25, 2014**

Attendance:

Trustees: Mr. Barnard, Mr. Toomey, Mr. Leonelli, Ms. Dempsey, Ms. Caimano, Ms. Newcomb, Mr. Gannon, Mr. Rottenstreich, Mr. Lebowitz, Ms. Nemer, Ms. Troelstra,

Absent: Mr. Pratt, Ms. Vanderminden, Ms. Johnson,

Staff: Ms. Naftaly, Ms. Webb, Ms. Bell, Ms Fraizer, Ms. Herman, Ms. Shanks, Ms Forshey.

Guests: None

Call to Order: President Michael Toomey called the meeting to order at 4:26 p.m.

Public Comment: None

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 28, 2014 that was sent via email was made by Ms. Newcomb, seconded by Mr. Leonelli. Motion carried.

Treasurers Report – May 2014

A. Budget Amendments

A ***Motion*** to approve the May 2014 Treasurer’s Report and Budget Amendment was made by Ms. Dempsey, seconded by Mr. Rottenstreich. Motion carried.

Approval of Claims Auditor Report

Approval of the May 29 & June 12, 2014 Claims Auditor Report for bills. A ***Motion*** to approve the Claims Auditor report was made by Mr. Rottenstreich, seconded by Mr. Barnard. Motion carried.

Committee Reports

Personnel

1. Appointment of Deborah Burnham as a PT Library Clerk provisional at the rate of \$12.35 per hour beginning June 10, 2014.
2. Acceptance of resignation of Computer Assistant Marc Merkle, effective as of Friday, June 27, 2014.

Mr. Merkle will receive an exit interview prior to his departure. A motion to accept items 1 & 2 was made by Ms. Newcomb, seconded by Ms. Trolestra. Motion carried.

Friends of Crandall Public Library

Ms. Otte

Ms. Naftaly reported that the Friends earned about \$11,000 for the book sale.

SALS

Ms. Nemer

Sara Dallas, Director of SALS received \$15,000 for Joint Automation.

Director's Report

K. Naftaly

Ms. Naftaly reported on the delayed start of the meeting due to a fire alarm.

Libby Post was supposed to give her report today but was unable to attend today's meeting. She will give her presentation on Branding at the July 30 meeting. Leslie Kendall will give her presentation on the Strategic Plan at the August meeting. The money from the construction grant that we applied for last fall should be here in 6-8 weeks. Ms. Naftaly stated that she is working with the architects again on upgrades in the Circulation Department. She passed out new design drawings of for the Help Desk. The cost has gone up approximately \$200, which will come from the Library's Capital Fund account. The Library will pay for 25% of the total cost and the grant will cover 75% of the total cost. Ms. Naftaly was asked about the bike racks and whether or not to pursue it. She felt it is not necessary at this time. There has been a lot of good press on our new piano. The old piano was donated to Adirondack Performing Arts Committee of the Tri Lakes Business Alliance in Chestertown, NY. They were so pleased to receive it.

A Personnel and Finance Committee meeting will be held in the very near future for the 2015 budget. The health insurance proposal increase is 10.9%. Minimum wage is going from \$8.00 to \$8.75 per hour beginning January 1, 2015.

Action items:

A. Action items:

1. Approval of submission of NYSCA Grant applications for \$50,000 for Folklife and \$19,000 for Film series.

A **Motion** to approve Action item #1 was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman indicated that last night was the last film showing for the Spring of 2014. There is an adult component to the children's reading program. She is kicking around an idea of technology programming. Marc Merkle's resignation will be a great loss to the Technology Department. There will be *Batman* films shown for 10 ½ hours on *Batman Day*. There are no films scheduled for the summer. Ms. Newcomb will make capes for the kids for *Batman Day*. Mr. DeGarmo will make masks. There will be stickers made up to put on the capes and shirts.

L. Shanks, Development Director

Ms. Shanks gave highlights of the Henry Crandall Award Gala. "Gala Noir" will be held on September 13. The *Chronicle* will be the media sponsor for the gala. Auction items are needed. The proceeds from *Touch-a-Truck* were \$3,700.

P. Frazier, Children's Department

There will be a Teens Summer Reading kickoff party tomorrow night. The teens are rehearsing for Jabber Rocky. Pages, Michelle Lettus and Emily Forbes are steadying for careers as librarians. One is going into graduate school. Children's will be having a very busy summer. The kickoff for the summer programs is on Monday. Flyers for the summer programs and summer reading program have been handed out.

G. Forshey, Innovation and Patron Experience

The DOL spring grant is winding down. There have been two placements. The next session starts in July. We decorated in purple for *Paint the Town Purple* in May.

Old Business

None

New Business

Whistleblower policy

Executive Session

None

Adjournment:

Motion to adjourn was made by Ms. Caimano, seconded by Ms. Nemer. Motion carried. Meeting adjourned at 5:01 pm.

Respectfully Submitted,

Christina Vanderminden

Secretary of the Board of Trustees of Crandall Public Library

Recorded by Linda Webb
Administrative/Human Resource Assistant

The next Board Meeting
Wednesday, July 30, 2014
4:30 pm
Holden Meeting Room