

**Board of Trustees
Meeting Minutes
February 25, 2015**

Attendance:

Trustees: Mr. Leonelli, Mr. Rottenstreich, Ms. Newcomb, Ms. LaPann, Mr. Harman, Ms. Vanderminden, Ms. Troelstra, Ms. Johnson, Ms. Dempsey

Absent: Ms. Caimano, Mr. Toomey, Mr. Lebowitz, Mr. Gannon Ms. Nemer, Mr. Barnard

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

Guests: None

Vice President Richard Leonelli, Jr. called meeting to order at 4:39 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 January 28, 2015 that was sent via email was made by Mr. Rottenstreich, seconded by Ms. Newcomb. Motion carried.

Treasurer's Report – January 2015

A. Budget Amendments

Mr. Leonelli went over the Treasurer's Report and Budget Amendments for the month of January. He stated that the 2014 Audit is underway. Our revenues are at 3.6% and expenses at 2.1% of the 2015 budget. **Motion** to approve the January 2015 Treasurers Report was made by Ms. Newcomb, seconded by Ms. Dempsey. Motion carried. Motion to approve the Budget Amendment was made by Ms. Newcomb, seconded by Ms. Dempsey. Motion carried.

Approval of Claims Auditor Report

Approval of the January 29 & February 13, 2015 Claims Auditor Report for bills & payroll. A **Motion** to approve the Claims Auditor's report was made by Mr. Harman, seconded by Mr. Rottenstreich Motion carried.

Committee Reports

Finance Committee

R. Leonelli

Mr. Leonelli went over the highlights of the Investment meeting with Glens Falls National Bank. We currently have six different accounts with Glens Falls National Bank. If we want to change our investments long term, we could move it up a notch to add more stocks. The Board will have to make a motion to change the objective. Ms. LaPann made a **Motion**, to change the objective on Crandall Public Library's **Investment Accounts to of Growth with Income**, seconded by Ms. Dempsey. Abstained, Mr. Harman. Motion carried.

Personnel Committee

C. Vanderminde

1. Resignation of FT Computer Assistant, Justin Spraragen effective February 26, 2015
2. Provisional appointment of Michelle Lettus, PT Library Assistant in the Teen Center effective January 15, 2015 Salary: \$17.97 / hour
3. Provisional appointment of Anne Nelson, PT Library Assistant in the Teen Center effective February 15, 2015 Salary: \$17.97 / hour

Ms. LaPann asked if we acknowledge employees who are leaving the library. Ms. Naftaly stated that we do not.

Friends of Crandall Public Library

Ms. Kathe

No report- Book sale made approximately \$12,000

SALS

D. Nemer

No report

Director's Report

K. Naftaly

Ms. Naftaly stated that she attended NYLA Lobby Day today. The Governor proposed \$86.6 million for libraries and NYLA is asking for restoration to \$102.6 million. 94% of New Yorkers said that libraries are important to education. Construction grant aid is proposed at \$2.8 million. An increase was recommended. There were approximately 1,000 people that attended today's session, mostly librarians and some trustees. Attended Steve Ray's graduation from Adirondack Leadership School last week. He received the Most Polite Award. His class raised \$50,000 for Amanda's House. The most **money raised to date by a Leadership Adirondack class**.

Action items:

1. Renewal of our coin-operated photocopier agreement with Eastern Copy Products, LLC for furnishing, delivering, maintaining supplies, and installing said product which pays the Library a commission of 20% gross vend copies, provided a minimum vend of \$60.00 per month is maintained.
2. Permission for the Crandall Public Library Teen Center to enter into a Statement of Support relationship with the Glens Falls Hospital, Living Tobacco-Free initiatives.
3. Consent to accept a NYSCA one year grant extension for \$36,000 for the Folklife Center.
4. Consent to accept a NYSCA two year grant extension for \$19,000 for the Crandall Public Library Film and Video Festival.
5. Permission to submit four grant proposals to the Leo Cox Beach Philanthropic Foundation for a total of \$35,250.

6. Authorization to modify our circulation policies to allow for up to ten adult DVDs to be taken out at one time and to permit up to three renewals on adult DVDs classified as non-fiction.

Item # 6, we are going from five to ten adult DVD's. Children's will remain at five. We are hoping to open shelf space. It is an experiment to see how it goes. The period for check out will remain the same at one week. We are hoping to be approved for the Leo Beach Grant to fund Author Luis Carlos Montalván for two programs, one adult, one children's, programming and exhibitors for a Music Photography program for the Folklife Center, a new DVD/CD cleaning machine and an author visit for Adult Services

A Motion to accept Action Items #1-6 was made by Ms. Newcomb, seconded by Ms. Dempsey. Motion Carried.

Department Reports

A. Herman, Adult Services

In January the program *Adventures of the Lady Long Ride*, Bernice Ende was very successful. Black History Month ended last night. It went very well. March is Women's History Month and we will have a program on *Women's Self Defense*. March 24th is the Community Read kickoff. The title is *The Worst Hard Time* by Timothy Egan. On March 14, there will be a *Country Line Dance* at the Moreau Community Center with Tony Marcantonio, Jr. All ages are welcome.

T. DeGarmo, Folklife

Banners have been hung up in the Glen Street windows advertising the upcoming concerts for March – June. Mr. DeGarmo stated that he received extra grant money to expand the concerts. The *Battenkill Inspired* exhibit is up. There has been quite a bit of interest from Washington County regarding the whole series of events and lectures that are planned for the exhibit.

P. Frazier, Children's Department

Ms. Frazier stated that Teen's Reduced Shakespeare Play is tomorrow evening. There will be a Children's Program on March 7th, the *Three Little Pigs Opera*. Queensbury Elementary school will promote the *1000 books b4 Kindergarten* program. Emily Allison will be there. Ms. Naftaly told Ms. Frazier that her staff did a great job during school vacation week, especially the outdoor program.

Ms. Dempsey left the meeting at 5:15 pm

Old Business

None

New Business

Ms. Frazier asked for permission to submit the 2014 NYS Annual Report for Crandall Public Library. Mr. Harman stated he would like to see it prior to it being submitted. It is something that is done online **and cannot be printed out until submitted**. The report has been submitted for over 30 years. All the information submitted in the report has been given out monthly. It is just submitted together in one Annual Report to the state. SALS goes through the report for accuracy prior to it being submitted to the state. SALS then submits the report. A **Motion** to submit the 2014 New York State Annual Report for Crandall Public Library was made by Ms. Newcomb, seconded by Mr. Rottenstreich. Opposed, Mr. Harman. Motion carried.

Adjournment:

Motion to adjourn was made by Ms. Newcomb, seconded by Mr. Rottenstreich. Motion carried.
Meeting adjourned at 5: 37 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, March 25, 2015
4:30 pm
Holden Meeting Room