

**Board of Trustees
Meeting Minutes
July 22, 2015**

Attendance:

Trustees: Mr. Leonelli, Ms. LaPann, Ms. Vanderminden, Ms. Troelstra, Mr. Toomey, Ms. Newcomb, Ms. Caimano, Ms. Nemer, Mr. Rottenstreich, Mr. Lebowitz entered at 4:43 pm, Ms. Johnson entered at 4:47 pm.

Absent: Mr. Harman, Mr. Gannon, Mr. Barnard

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

Guests: None

President Michael Toomey called the meeting to order at 4:34 p.m.

Public Comment: None

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

Board of Trustees Meeting Minutes

A ***Motion*** to approve the Board of Trustees Meeting Minutes of June 24, 2015 that was sent via email was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried.

Treasurer's Report – June 2015

A. Budget Amendment

Ms. Caimano went over the Treasurer's Report and Budget Amendments for the month of May. Our revenues are at 73.2% and expenses at 44.1% of the 2015 budget. A ***Motion*** to approve the June 2015 Treasurers Report and Budget Amendment was made by, Mr. Rottenstreich, seconded by Ms. LaPann. Motion carried.

Approval of Claims Auditor Report

Approval of the June 26 & July 13, 2015 Claims Auditor Report for bills & payroll. A ***Motion*** to approve the Claim Auditors reports was made by Ms. LaPann, seconded by Mr. Rottenstreich. Motion carried.

Committee Reports

None

Director's Report

K. Naftaly

Ms. Naftaly thanked Ms. Winters and Ms. Bell for all their work on the 2016 preliminary budget. She is hoping to give staff a 3% raise. She is hoping to add hours for some of the Children's staff. There currently is an approximate \$18,000 shortfall for the 2016 budget. She and Ms. Winters are working on the budget to close that gap. The current tax cap is 1.0073% and we are not going over it. We receive \$45,000 from investment distributions from Glens Falls National Bank. It is not worth the effort to try and go over the tax cap. She thanked the Trustees for sending her and Julia Farrar to the ALA Conference in California. She spoke of several of the workshops she attended.

Mr. Leonelli questioned the tax cap. He asked Ms. Naftaly how long we can sustain all the increase costs, example salaries, health care and retirement. Should we be tapping into our investments? Discussion ensued

Mr. Rottenstreich inquired as to why we were turned down for the Extra Mile Grant. Ms. Shanks has not heard back from them as to why we didn't receive it.

Action items:

1. Permission to raise photocopy and network printer costs to \$0.15 per page and to begin public fax transmission at \$2.00 for the first page and \$1.00 for subsequent pages through the public copiers.
2. Permission to work with Pediment Publishing to scan and print selections from our archives for the creation of a coffee-table book about the history of Warren County with cover credit given to "The Folklife Center at Crandall Public Library." The other organizations involved are the Chapman Museum and The Post-Star. Copies of the finished work will be donated to the Library.
3. Permission to increase the cash register's morning "cash-on hand" by \$20.00 per pouch.
4. Permission for Kathy Naftaly and Todd DeGarmo to attend the Adirondack Cultural Symposium at the Lake Placid Conference Center on September 10, 2015. Cost: travel and \$75.00 membership in the AdkAction.org.
5. Permission for selected staff and trustees to attend the New York Library Association's Annual Conference in Lake Placid, NY on various dates between October 21 and October 24, 2015. Cost: travel, lodging and registration not to exceed a total of \$7,500.
6. Permission to engage Lisa Catalfamo for consulting services regarding Mexican Folk Arts (Spring 2016 Folklife exhibit) including but not limited to the purchasing of a selection of folk art. Cost: Wholesale price of folk art plus 10% for total not to exceed \$2,000 to come from NYSCA Folklife grant.

A *Motion* to approve Action items numbers 1 through 6 was made by Mr. Rottenstreich, seconded by Ms. Caimano. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman indicated that the Summer Reading Program is going well. Tonight there will be a discussion on *Until Tuesday*, by Luis Montalvan and tomorrow *Saluting our Local Heroes*. Due to the success of the Writing Workshop, a poet will be coming in as a guest speaker.

L. Shanks, Development Director

Ms. Shanks stated that she is well into planning for the Jamboree. Save the date cards and press releases have gone out. Money is starting to come in. Glens Falls National Bank is our Presenting Sponsor. As of now we have \$15,575. The invitations will go out the end of this month. She thanked Ms. LaPann for suggesting that we take on an intern from Adirondack Community College. They will be with here until the gala.

P. Frazier, Children's Department

They had a field trip to the PB&J Café at the Wood Theater for a peanut butter and jelly lunch served by the actors. They also saw the show *True Story of the 3 Little Pigs*. It was a big hit! Ms. Frazier thanked the Friends for funding it. They are partnering up with the Glens Falls YMCA for a Summer Reading Program. They go 3 times per week for a 20 minute session. They are currently on week 4. They also have a partnership with the Queensbury School for the Summer Reading Program. The Luis Montalvan programs will be held on August 11 and 12. There will be two separate programs one for children and the other one for adults. This program was funded by the Leo Beach Cox Foundation. There will be a Carnival of Animals show presented by the Teens.

T. Degarmo, Folklife

Mr. Degarmo stated that it is a busy summer. He has had a bunch of interns and volunteers working on the state wide data base. They are digitizing it. They are working to get more product up on the Heritage site. The Summerland Music Series is going very well. The new exhibit going up is American Roots Music. They are producing a catalog for the exhibit. Kerry Zeigler is working on it and doing a great job. The exhibit will be hung the first week of August and run until the end of December. Steven Alcorn proposed to donate 73 original prints with a value of \$10,000-15,000 to Folklife.

Old Business

None

New Business

1. Dates for Public Hearings for 2016 Crandall Public Library Budget:

- Tuesday, October 6, Moreau Town Hall @ 7:00 pm
- Thursday, October 8, Queensbury Town Hall Senior Center @ 7:00 pm
- Wednesday, October 14, Glens Falls Common Council Chamber @ 7:00 pm

Adjournment:

Motion to adjourn was made by Ms. Nemer, seconded by Ms. Vanderminden. Motion carried. Meeting adjourned at 5:08 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, August 26, 2015
4:30 pm
Holden Meeting Room