

**Board of Trustees
Meeting Minutes
August 26, 2015**

Attendance:

Trustees: Mr. Leonelli, Ms. LaPann, Mr. Toomey, Ms. Newcomb, Ms. Caimano, Mr. Lebowitz, Mr. Gannon, Ms. Johnson

Absent: Mr. Harman, Mr. Barnard, Ms. Nemer, Mr. Rottenstreich, Ms. Troelstra, Ms. Vanderminden

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

Guests: Maury Thompson, *Post Star*, Dottie Robertson, FCPL

President Michael Toomey called the meeting to order at 4:36 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 July 22, 2015 that was sent via email was made by Ms. Newcomb, seconded by Mr. Leonelli. Motion carried.

Treasurer's Report – July 2015

A. Budget Amendment

A ***Motion*** to approve the July 2015 Treasurers Report was made by Ms. LaPann, seconded by Ms. Newcomb. Motion carried.

Approval of Claims Auditor Report

Approval of the July 29 & August 12, 2015 Claims Auditor Report for bills & payroll. A ***Motion*** to approve the Claim Auditors reports was made by Ms. Caimano, seconded by Mr. Leonelli. Motion carried.

Committee Reports

1. **Joint Finance & Personnel Committee** – A motion was made by Ms. Caimano, seconded by Ms. Vanderminden to accept the Proposed 2016 Budget of \$4,432,412 as presented and recommended it to be presented to the full Board for approval. Motion carried.

Approval of Resolutions

- a. Approval of the 2016 Proposed Budget
- b. Approval of Legal Notices
- c. Approval of Trustee Petitions
- d. Approval of Budget Resolutions for the Board of Elections
- e. Approval of annual resolution allowing the Library to exceed 1.0073% tax cap in the event of errors

Ms. Caimano went over the proposed 2016 budget. She thanked Stephanie, Kathy and Terry and everyone else involved in preparing it for doing a wonderful job.

Ms. Naftaly stated that the tax cap for next year is 1.0073%. We will have an approximate \$2000 increase from our 2015 budget. The proposed cost of health care is increasing by a huge margin for 2016. She is requesting a 3% cost of living increase for all staff. The prior increase has not kept up with the increase in health care and the increase in cost of living expenses. She has adjusted the Materials budget to more accurately reflect revenue sources. All materials will be considered equivalent whether print or electronic and it now shows it more precisely which portion comes from Library dollars and not NYS income. She indicated that it is a tight budget but it is something that we can live with.

Mr. Lebowitz indicated that we should start looking at how our trusts to use as income—interest or principal. We need to look at it for our long term planning. Mr. Gannon asked if grants are not as readily available. Ms. Naftaly indicated that we are trying to be more pointed in the grants we choose. We will apply for ones that fit our Strategic Plan. We are not going for the 2017 NYS Construction Grant this year.

A **Motion** to approve Resolutions a.-e. was made by Ms. Newcomb, seconded by Ms. Johnson. Motion carried.

Friends of Crandall Public Library

D. Robertson

Ms. Robertson said they did really well at the book sale. Now that the summer is over start thinking about your wish lists.

SALS

D. Nemer

No report

Director's Report

K. Naftaly

Ms. Naftaly highlighted the 2016 Budget.

Action items:

1. Permission to keep only the basement and Christine L. McDonald Community Room open until 7:00 pm Saturday, September 19, 2015 for a reception titled A Transitional Interpretation: American Roots Music by Five Photographers guest curated by Andrzej

- Pilarczyk for the Folklife Center at Crandall Public Library. Additional costs: extended security hours. Staff assigned to event will shift hours.
2. Permission to keep only the basement and Christine L. McDonald Community Room open until 9:00 pm Friday, December 11, 2015 for a Star Wars Trivia event geared to coincide with the release of Star Wars: Episode VII - The Force Awakens. Additional costs: extended security hours. Staff assigned to event will shift hours.
 3. Requesting permission to apply to the Touba Family Foundation, a local, invitation-only funding opportunity. Application amount will be between \$2,000 and \$5,000 for children's programming.
 4. Approval of Crandall Public Library 3D Printer Policy and Chromebook Policy.
 5. Permission to purchase two Lanier copiers MP C3503 (Plus additional units for paper feed and finishing on one machine) and their service contract (Including parts and toners) at a cost of \$12,774.20 [NYS Contract PT66612].

A **Motion** to approve Action items 1-5 was made by Ms. Caimano, seconded by Ms. LaPann. Motion carried.

Department Reports

L. Shanks, Development Director

Ms. Shanks thanked everyone that is helping to prepare for the Jamboree. Everything is coming together nicely.

P. Frazier, Children's Department

Ms. Frazier stated that they had a great July. There were seven field trips. There is one more week of partnership left with the Y. She is hoping to have something with them for the fall. The two *Luis Montalvan* programs went very well. The Teen prom was a huge hit. The Teen's dressed up as anything they wanted. They had a great time.

G. Forshey, Innovation and Patron Experience

Over 300 people attended the *Adult Summer Reading* programs. Thank you to the Friends for donating for the gifts to use for the program. *Jonathan Kruk* will be coming in September to do the *Legend of Sleepy Hollow*. We are working on a Star Wars night. We started a new program, Freegal-TV. You can download it to TV's and computers. There are new magazines available through ZINIO.

T. Degarmo, Folklife

We finished up the *Summerland Concert Series*. There were 95 people at the last concert. The next concert series starts September 17th. September 17th is the opening reception for the new exhibit, *Artist Chris Baldwin*. Setting up to do another set of *Do Tell* on October 26th.

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

Executive Session:

A *Motion* to go into Executive Session to discuss a Trustee matter was made by Ms. Caimano, seconded by Mr. Leonelli. Motion carried.

Mr. Leonelli made a *Motion* to accept the petitions for Mary LaPann, Glens Falls, Brian McDermott, Queensbury and Annette Newcomb, Moreau, seconded by Mr. Gannon. Motion carried.

Motion to come out of Executive Session was made by Ms. Newcomb, seconded by Ms. Caimano. Motion carried.

Adjournment:

Motion to adjourn was made by Ms. Newcomb, seconded by Ms. Caimano. Motion carried. Meeting adjourned at 5:25 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, September 30, 2015
4:30 pm
Holden Meeting Room**