

**Board of Trustees
Crandall Public Library
AGENDA
February 24, 2016**

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|---|-----------------|
| 1. Call to order | M. Toomey |
| 2. Public Comment | |
| 3. Correspondence and Press (see board pass around file for actual correspondence) | |
| 4. Approval of Board of Trustees Minutes: January 27, 2016 | M. Toomey |
| 5. Treasurers Report, January 2016
A. Budget Amendments | T. Vanderminden |
| 6. Approval of Claims Auditor Report for January 28 & February 11, 2016 bills & payroll | R., Leonelli |
| 7. Committee Reports
Finance
A. Construction Bond Refinancing | R. Leonelli |
| Personnel
A. Provisional appointment of Library Clerk Jessica Kennedy-Bartholomew beginning February 8, 2016. | T. Vanderminden |
| 8. Friends of Crandall Public Library | K. Kathe |
| 9. SALS | D. Nemer |
| 10. Director's Report & Action Items:
A. Action items: | K. Naftaly |
| 1. Approval to change the Employee Policy for Personal Days to read "Time may be taken in ½ hour increments and an employee is allowed to be used before or after vacation or legal holiday." | |
| 2. Permission to extend usage time from 90 minutes to 120 minutes (2 hours) for Internet and Chromebook stations throughout the Library. The thought is that patrons that want to watch a movie on Hoopla will most likely need more than 90 minutes minimum. | |
| 3. Approval of the 2015 NYS Annual Report for Public and Association Libraries as submitted to SALS. | |
| 4. Permission to raise our Automatic Clearing House (ACH) electronic transfer at Glens Falls National Bank from \$50,000 to \$60,000 due to increased payroll in 2016. | |
| 5. Permission for Kathy Naftaly and Mike Toomey to attend the March 9, 2016 SALS Plan of Service Meeting in Saratoga Springs to represent the interests of our Library. | |

6. Approval of the annual agreement between Crandall Public Library and the MVLS/SALS Joint Automation Project where Kathy Naftaly is the current Committee Chair.
7. Permission to accept recommendations from Butler Rowland Mays Architects, LLP to accept the low bid from David Fuller Cabinetmakers for Park Desk improvements at a cost of \$14,475 and to accept the \$4,970 bid from Harold R. Clune, Inc. for electrical work concurrent with the project, both to be paid from the NYS Construction Grant and Capital Funds.
8. Approval to submit grant application to the Leo Cox Beach Foundation for a total of \$14,500 (\$2,500 for children's STEM devices & games; \$7,000 for the Folklife Quilt exhibition & programs (1st half of 2017); and, \$5,000 for children's computers).

11. Department Reports

- A. Herman, Adult Services
- L. Shanks, Development Director
- P. Frazier, Children's Department
- T. DeGarmo, Folklife
- G. Forshey, Innovation and Patron Experience

12. Old Business

13. New Business

14. Executive Session (if necessary)

15. Adjournment

**The next Board Meeting is
Wednesday March 23, 2016
4:30 PM,
Holden Meeting Room**