

**Board of Trustees
Meeting Minutes
March 2, 2016**

Attendance:

Trustees: Mr. Toomey, Mr. Barnard, Mr. Rottenstreich, Ms. LaPann, Mr. Harman, Dr. McDermott, Mr. Leonelli, Ms. Vanderminden, Ms. Troelstra, Ms. Nemer, Mr. Gannon, Ms. Johnson

Absent: Excused: Ms. Caimano, Mr. Lebowitz

Staff: Ms. Naftaly, Ms. Herman, Ms. Bell

Excused: Ms. Shanks, Ms. Webb, Mr. DeGarmo, Ms. Forshey, Ms. Frazier, Ms. Winters

Called to Order: President Toomey called the meeting to order at 4:30 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 Minutes of January 27, 2016 was made by Mr. Rottenstreich, seconded by Ms. La Pann. Motion carried

Treasurer's Report – January 2016 Mr. Leonelli stated expenses are at 28.6% to date; noted it was high because building service contracts are due at the beginning of the year.

Motion to approve the January 2016 Treasurer's Report and Budget Amendments was made by Mr. Rottenstreich, seconded by Ms. LaPann. Motion carried.

Claims Auditor Reports

Acceptance of the Claims Auditor Reports for bills & payroll. A **Motion** to Accept the claims Auditor's reports was made by Mr. Rottenstreich, seconded by Ms. Nemer. Motion carried

Committee Reports

Finance Committee

- A. Ms. Naftaly reported she met with Wayne Judge on the possibility of refinancing the library's bond. The finance committee needs to meet. Ms. Naftaly has contacted all three municipalities.

Personnel

- A. Ms. Vanderminden made a motion for the provisional appointment of Library Clerk Jessica Kennedy-Bartholomew beginning February 8, 2016, seconded by Ms. Nemer. Motion carried.

Director's Report

Ms. Naftaly reported that she attended Lobby Day on March 2. She met with Assemblyman Dan Stec and Senator Betty Little; both are very supportive of libraries. Libraries are asking for a 4.3% or more to keep up with what education is receiving. Construction funds are 11% behind; advocated for 30 million; 14 million is in the budget which allocates only 300,000 to systems for renovations to aging and outdated libraries. Once work on a library project commences all the issues need to be addressed which means libraries can't afford the necessary renovations.

Action items:

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).

A **motion** to approve Action items #1-8 was made by Ms. LaPann, seconded by Ms. Vanderminden. Motion carried.

Old Business-None

New Business

Ms. Naftaly is working on re-doing the rules for conduct at the library.

Adjournment:

Motion to adjourn was made by Mr. Rottenstreich and seconded by Ms. LaPann. Meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Christina Vanderminden
Secretary of the Board of Trustees of Crandall Public Library

Recorded by Andrea Herman (for L. Webb)
Librarian III

The next Board Meeting
Wednesday, March 23, 2016
4:30 p.m.
Holden Meeting Room

Meeting adjourned at 6:40 p.m.
Respectfully Submitted,

Christina Vanderminden Secretary of the Board of Trustees of Crandall Public Library

Recorded by Andrea Herman (for L. Webb)
Librarian III