

**Board of Trustees
Meeting Minutes
April 26, 2017**

Attendance:

Trustees:, Mr. Rottenstreich, Dr. McDermott, Ms. Vanderminden, Mr. Leonelli, Mr. Hazewski, Ms. LaPann, Ms. Troelstra, Ms. Barcomb, Ms. Caimano via telephone, Mr. Toomey entered at 4:46 pm

Absent: Excused: Ms. Caimano, Ms. Johnson, Ms. Nemer

Absent: Unexcused: Mr. Lebowitz, Mr. Barnard, Mr. Gannon,

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

Guests: Adelaide Leibold, Crandall Library, Morey Thompson, Post Star, Brian Borie, FCPL

Called to Order: President Rottenstreich called the meeting to order at 4:34p.m.

2. Staff Recognition

N. Rottenstreich

Name	Years
Justin Sparagen	5
Cindy Watkins	5
Linda Webb	5
Kerry Ziegler	5
Ann Marie Bilodeau	10
Michelle Lettus	10
Kathleen Naftaly	15

Ms. Naftaly handed out awards from the Friends of Crandall Library for Staff Recognition.

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 March 26, 2017 that was sent via email was made by Mr. Leonelli, seconded by Dr. McDermott. Motion carried.

Treasurer's Report – March 2017

A. Budget Amendments

Ms. LaPann went over the Treasurers Report. Revenues are at 70.1% and Expenses are at 22.6%. There is nothing remarkable in the report. A **Motion** to accept the Treasurers Report and Budget Revisions was made by Ms. Vanderminden, seconded by Mr. Hazewski. Motion carried.

Claims Auditor Report

Acceptance of the April 12, 2017 Claims Auditor Reports for bills & payroll. A **Motion** to Accept the Claims Auditor's reports was made by Ms. Barcomb seconded by Ms. Vanderminden. Motion carried

Committee Reports

1. Personnel

Ms. Vanderminden

Acceptance of the retirement resignation of Adelaide Leibold, Library Assistant effective April 28, 2017.

Ms. Naftaly showed a video of Ms. Leibold through the years which included well wishes from the staff. The video was produced by the Library and created by Librarian I, Kevin Rogan.

Motion to regretfully approve #1 was made by Ms. Vanderminden, seconded by Ms. La Pann. Motion carried.

Friends of Crandall Public Library

Mr. Borie

Mr. Borie informed that they did their mailing for their Annual Appeal. They did a very targeted mailing this year and hope to raise more than last year's amount of \$11,000.

SALS

No report

Ms. Nemer

Director's Report

Ms. Naftaly passed out a draft copy of the 2016 Annual Report. She indicated that she is very proud of the staff for all they do. Warren County aid for 2017 is \$21,600. May 15th is the SALS Annual Meeting. Let Linda or Kathy know by Friday, May 5th if you plan to go. The Library will be closed for Staff Development Day on May 12th.

Action items

1. Permission to send up to 3 staff to SALS Annual meeting on Monday, May 15, 2017. Cost: \$75.00.
2. Approval for Todd DeGarmo to attend the 32nd annual New York State Folk Arts Roundtable, Peekskill, Wednesday-Friday, May 10 -12, 2017. Cost: hotel, one night, \$59.50, travel and meals.

A **Motion** to approve Action items 1-2 was made by Ms. LaPann, seconded by Ms. Vanderminden. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman stated that a Vegetable Gardening Program was presented by Cornell Cooperative Extension, Master Gardeners. We held a Dr. Who Trivia Night. Night of Owls was cancelled due to the weather. The spring Film Fest started and attendance has been huge.

L. Shanks, Development Director

It's Love Your Raffle Time. Ms. Shanks indicated that she has tickets with her for you to sell or to buy. It is on Facebook so please share it with everyone you know. If you have any concerns or comments about the Annual Report please let Lynn or Kathy know.

T. DeGarmo, Folklife

We are in the middle of the Folklife Concerts. The Quilt Show is still up in the gallery. There have been several programs associated with it with good attendance. The Ukraine Crafts are still on display on the second floor.

Old Business - None

New Business - None

Executive Session

A **Motion** to go into Executive Session at 5:16 pm to discuss a Personnel matter was made by Mr. Toomey, seconded by Mr. Hazewski. Motion carried. A **Motion** to come out of Executive Session at 5: 26 pm was made by Ms. Vanderminden, Seconded by Ms. LaPann. Motion Carried

Adjournment:

Motion to adjourn was made by Ms. LaPann and seconded by Dr. McDermott. Meeting adjourned at 5:27 pm. Motion carried.

Respectfully Submitted,

Barbara Caimano

Secretary of the Board of Trustees of Crandall Public Library

Recorded by Linda Webb

Administrative/Human Resource Assistant

**The next Board Meeting
Wednesday, May 24, 2017
4:30 pm
Holden Meeting Room**