

251 GLEN STREET
GLENS FALLS, NY 12801
792-6508

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

Attendance:

Trustees: Mr. Rottenstreich, Mr. Hazewski, Ms. Barcomb, Mr. Lebowitz, Mr. Toomey, Ms. Nemer, Mr. Leonelli, Mr. Barnard, Ms. Troelstra

Absent: Excused: Ms. Vanderminden, Ms. Caimano, Mr. Gannon, Ms. LaPann, Ms. Johnson, Dr. McDermott

Staff: Ms. Naftaly, Ms. Dolan, Ms. Bell, Ms. Shanks, Ms. Forshey, Mr. DeGarmo

Called to Order: President Rottenstreich called the meeting to order at 4:35 p.m.

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 Minutes of June 28, 2017 that was sent via email was made by Ms. Nemer, seconded by Ms. Barcomb. Motion carried.

Treasurer's Report – June 2017

A. Budget Amendments

Ms. LaPann went over the Treasurers Report. Revenues are at 73.8% and Expenses are 40.6%. A **Motion** to accept the Treasurers Report and Budget Revision was made by Mr. Hazewski, seconded by Ms. Barcomb. Motion carried.

Claims Auditor Report

Approval of Claims Auditor Report for June 28, 2017 and July 12, 2017. Bills & payroll.

Committee Reports

Personnel

Ms. Vanderminden

1. Acceptance of the resignation of Library Clerk, Sandra Busteed, effective July 11, 2017.

2. Acceptance of resignation of Library Assistant, Kimberly DeBarbieri, effective July 19, 2017.

Motion to accept items 1-2 was made by Ms. Troelstra, seconded Ms. Nemer. Motion carried.

Friends of Crandall Public Library

D. Robinson

No Report

SALS

D. Nemer

They did not meet.

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Director's Report

K. Naftaly

Ms. Naftaly reported that she and Ms. Winters were close to presentation of a proposed 2018 budget to the Finance and Personnel Committees but they were waiting for NYS to announce the tax cap number. Current trend is 1.004 base growth factor. A committee meeting will be set.

The Library received a bequest from Donald E. Sevits of a model ship for the Folklife Collection and books to expand our holdings.

Action items

1. Permission to host an interactive art installation "Peace" by Gregg W. Figura. New & Popular area. Sponsored by LARAC and other local institutions.
2. Authorization to close the Library, Friday, October 27, 2017 from 9am to 1 pm to allow staff to attend national library security expert, Dr. Steve Albrecht's presentation. Open to all SALS libraries. His presentation is co-sponsored by us (as our Central Library yearly workshop) and SALS.
3. Permission for Erica Burke to attend DNA and Family History Conference in New York, NY, October 27 and October 28, 2017 at a cost of \$295.00 for registration, \$100 for meals, one night lodging (TBD-\$200 range) and travel.
4. Permission to discard obsolete computer equipment and associated materials. Items non-repairable and not of resale value. (See attached list.)
5. Permission for selected staff and trustees to attend the New York Library Association's Annual Conference in Saratoga Springs, NY on various dates between November 8 and November 11, 2016. Cost: travel, food, and registration not to exceed a total of \$3,000.
6. Permission to apply for the NYS Construction Grant, due September 1, 2017 to enhance the community's Library experience by increasing access to quiet study areas and appropriate furniture configurations. Submission A: Study Rooms and Teen Office not to exceed \$90,000 **OR** Submission B: Addition over Reading Porch, not to exceed \$350,000.

A ***Motion*** to approve Action items 1-5 was made by Mr. Toomey, seconded by Ms. Nemer. Motion carried.

Department Reports

L. Shanks, Development Director
T. DeGarmo, Folklife
G. Forshey, Innovation and Patron Experience

Old Business - None

New Business

There will be a board retreat at 4:30 p.m. Wednesday, October 18. Place: TBD. Facilitator will be Susan Weinrich of NYCON. Mr. Rottenstreich asked that the Board return their survey information before the retreat.

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Executive Session - None

Adjournment:

Motion to adjourn was made by Mr. Lebowitz and seconded by Mr. Barnard. Meeting adjourned at 5:05 pm. Motion carried.

Respectfully Submitted,

Barbara Caimano
Secretary of the Board of Trustees of Crandall Public Library

Recorded by Laura Dolan
Library Clerk

**The next Board Meeting
Wednesday August 23, 2017
4:30 pm
Holden Meeting Room**