

251 GLEN STREET  
GLENS FALLS, NY 12801  
792-6508

**Board of Trustees  
Meeting Minutes  
August 23, 2017  
4:30 p.m. Holden Room**

**2018 Proposed Budget Meeting Just Prior to Board Meeting**

No public attendees.

***Attendance:***

Mr. Rottenstreich, Mr. Hazewski, Ms. Barcomb, Mr. Lebowitz, Mr. Toomey, Mr. Leonelli, Mr. Barnard, Ms. Vanderminden, Ms. Caimano, Ms. LaPann, Ms. Johnson, Dr. McDermott

***Excused:*** Ms. Nemer, Mr. Gannon, Ms. Troelstra

***Staff:*** Ms. Naftaly, Ms. Dolan, Ms. Bell, Mr. DeGarmo, Ms. Winter, Ms. Herman, Ms. Frazier

**Guests:** None

**Called to Order:** President Rottenstreich called the meeting to order at 4:32 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 July 26, 2017 that was sent via email was made by Ms. Barcomb seconded by Mr. Barnard. Motion carried.

***Treasurer's Report – July 2017***

A. Budget Amendments

Ms. LaPann went over the Treasurers Report. Revenues are at 84.5% and expenses are at 46.3% A ***Motion*** to accept the Treasurers Report and Budget Revision was made by Mr. Hazewski seconded by Ms. Caimano Motion carried.

***Claims Auditor Report***

Approval of Claims Auditor Report for July 27, 2017 and August, 10, 2017. Bills & payroll.

**Committee Reports**

**Joint Finance & Personnel Committee**

M. LaPann/T. Vanderminden

1. A motion was made by Ms. LaPann, seconded by Mr. Hazewski to approve the proposed 2018 budget of \$4,621,833 after a reduction of \$66,900 was made to reflect established accounting principal of noting NYS Central Book Aid as an auditing note and to clarify income/expenses of

\$93,000 NYS Construction Grant and bring it to the full board for their approval at the next scheduled meeting. Motion carried, 5 ayes, 1 nay.

**Personnel**

Ms. Vanderminden

1. Acceptance of the resignation of Library Page, Johanna Hall, effective August 25, 2017.

**Approval of Resolutions**

- a. Approval of the 2018 Proposed Budget – Budget to be distributed at meeting.
- b. Approval of Legal Notices
- c. Approval of Trustee Petitions—Margaret Shapiro for the Town of Queensbury
- d. Approval of Budget Resolutions for the Board of Election
- e. Approval of Resolution: The Board of Trustees authorizes Crandall Public Library to exceed the 1.84% tax cap in the event the levy exceeds the 1.84% cap due to miscalculations, erroneous, or incomplete information (as recommended by NY Library Association.)

**Friends of Crandall Public Library**

D. Robinson

No report

**SALS**

D. Nemer

They did not meet.

**Director’s Report**

K. Naftaly

The proposed 2018 budget reflects employee classification changes and the addition of one full-time staff member—an open Library Assistant position will be reclassified as a Librarian I and a Development Assistant will be added to Administration. With the additional staff member the Library will build additional funding for services in order to be mindful of any future assessments placed on the taxpayer base. Retirement and healthcare numbers are best estimates. Grant line items are what is currently or intended to be submitted/received. The Library is not precluded from going after other grants.

**Action items**

1. Approval of contract with Lake George Marriot Courtyard/Mazzone Catering for Gala Event on October 27, 2017 including \$2,000 upfront fee.
2. In recognition of Mr. Maury Thompson’s dedication to the community of Glens Falls through his reporting for The Post-Star Newspaper, the Crandall Public Library Board of Trustees and staff wish to present him with the *Charles Evans Hughes Research Chair* to be placed in the Folklife Center and used by all researchers.

A **Motion** to approve Resolutions a. – e. and Action Items 1 - 2 was made by Mr. Toomey, seconded by Ms. Caimano. Motion carried.

**Department Reports**

- P. Frazier, Children’s Department
- T. DeGarmo, Folklife
- A. Herman, Adult Services

**Old Business - None**

**New Business**

1. Dates for Public Hearings for 2018 Proposed Crandall Public Library Budget:
  - o Tuesday, October 17, 2017, Queensbury Town Hall Senior Center @ 7:00 pm
  - o Wednesday, October 18, 2017, Moreau Town Hall @ 7:00 pm
  - o Thursday, October 19, 2017, Glens Falls Common Council Chamber @ 7:00 pm
2. Change in date: There will be a board retreat at 4:30 p.m. Wednesday, November 1, 2017. Place: TBD. Facilitator will be Susan Weinrich of NYCON. Mr. Rottenstreich asked that the Board return their survey information before the retreat.

**Executive Session**

Not needed.

**Adjournment:**

*Motion* to adjourn was made by Ms. LaPann and seconded by Mr. Leonelli . Meeting adjourned at 5:14 p.m. 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 September 27, 2017**  
**4:30 pm**  
**Holden Meeting Room**