

**Board of Trustees
Meeting Minutes
January 24, 2018**

Attendance:

Trustees: Ms. Nemer, Ms. Caimano, Mr. Toomey, Mr. Rottenstreich, Mr. Barnard, Ms. LaPann, Ms. Barcomb, Mr. Hazeweski, Ms. Schapiro, Ms. Vanderminden

Absent: Excused Mr. Gannon, Ms. Johnson

Absent: Unexcused Mr. Leonelli

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

Guests: None

President Rottenstreich called meeting to order at 4:38 p.m.

Public Comment – None

Correspondence and Press (see Board Pass Around file for actual correspondence and press)

A ***Motion*** was made by Ms. LaPann, seconded by Mr. Hazeweski as per discussion at an earlier meeting to move the Department Reports up on top for this meeting so Staff can return to work. Motion carried. Department heads were given the option of giving their reports and then leaving or they could stay for the meeting. All opted to stay.

Department Reports

A. Herman, Adult Services

Hometown Holidays were held in December. The Faith Tabernacle Missionary Baptist Church Choir performed in the library. Handmade Holidays, a craft class was held on Saturday where folks could make snow globes or ornaments. The last of the fall Film Series aired. This month we have a Reception for the *Save the Arctic Refuge*. Photos are by Robert Thorpe in the Friends Gallery. *Big Bang Trivia* will be held on the 31st. The films for Black History Month will air on Tuesday's during February. Author Lawrence Dudley will be here on February 21st.

P. Frazier, Children's Department

The 2018 *Winter Reading Challenge* is going strong. We have over 175,000 minutes read from our library so far. Our goal was 50,000 minutes. We are hoping to reach 200,000 by January 31st. There is a *Luau* being held on February 1st for participants of the challenge. *Explorers Club Jr.* is a new club starting in February. The February calendar is full. School vacation is February 19-23.

T. DeGarmo, Folklife

We had a nice turnout for the *Colgate Resolutions* even though it was an early concert. About 100 people came to the show. We are in the final planning stages of the spring *Folklife Concert Series*. They start on March 1st. with Ronstadt Generations. Mr. DeGarmo thanked the Friends and NYSCA for making the concerts available to the library. The *125th Year Anniversary* exhibit should be up by early February. We have been awarded \$36,000 for our 2018 NYSCA Grant.

G. Forshey, Innovation and Patron Experience

We are working on the new web page. We will be upgrading the room reservation site as well. It will be more visual so people can see the rooms before they book them. Shooting for that to be up and running in late February.

Board of Trustees Meeting Minutes- January 11, 2018

Mr. Rottenstreich

A ***Motion*** to approve the Board of Trustees Meeting Minutes of the January 11, 2018 Meeting was made by Ms. Nemer, seconded by Ms. Barcomb. Motion carried.

Treasurer's Report – December 2017

Ms. LaPann

A. Budget Amendments

Ms. LaPann indicated that revenues are at 93% and expenses are at 90%. At the next meeting there will be a more comprehensive year-end report. A ***Motion*** was made by Ms. Schapiro, seconded by Mr. Barnard to accept the Treasurers Report and Budget Amendments. Motion carried.

Claims Auditor Report

Ms. LaPann

Acceptance of the January 11, 2018 Claims Auditor Reports for bills & payroll. No issues were found. A ***Motion*** to Accept the Claims Auditor's reports was made by Mr. Hazeweski, seconded by Ms. Caimano. Motion carried

Committee Reports -

Personnel

C. Vanderminden

1. Approval to hire Lisa Daniels as a part-time Library Clerk per Civil Service exam # 0 & 357 at a rate of \$14.03 per hour. Start date January 16, 2018.
2. Approval to hire Christopher Simmons as a part-time Library Clerk per Civil Service exam # 0 & 357 at a rate of \$14.03 per hour. Start date January 8, 2018. Mr. Simmons is also working here as a part-time page since 2008.

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

Friends of Crandall Public Library

Mr. Borie

No report

SALS -
No report
Director's Report

Ms. Nemer

K. Naftaly

Action items:

- 1) Final approval to send Naftaly, Boyer, Tinney, Farrar, Frazier, Forshey, Nelson, Dolton and Laing to the Public Library Association national conference in Philadelphia, Pennsylvania, March 20-24, 2018. Cost (including registration, travel, housing and meals) not to exceed \$12,000. [Projected/allocated budget carryover from 2017 in expectation of high percentage of participation by staff in this "local" national professional development opportunity.]

Due to the Dates of the PLA Conference Ms. Naftaly asked permission to change the March meeting date from the 21st to the 28th. The public will be notified of the date change.

A *Motion* to approve Action item #1 was made by Ms. Nemer, seconded by Ms. Vanderminden. Motion carried.

Old Business - None

New Business

- A. Meeting topic--History of the creation of the Special Library District. What were we before and how did we get our income.

Discussion was held. Before the Library became a Special Library District it was a Free Association Library non-profit. It was not a municipalities or school district Library. The formation of the Special Library District was a crucial decision upon which the Library's sustainability and eventual renovation and expansion was based.

Adjournment:

Motion to adjourn was made by Ms. Nemer and seconded by Ms. LaPann. Meeting adjourned at 5:29 p.m. 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, February 28, 2018
4:30 pm
Holden Meeting Room