

251 GLEN STREET
GLENS FALLS, NY 12801
792-6508

**Board of Trustees
Meeting Minutes
June 27, 2018**

Attendance:

Trustees: Mr. Toomey, Ms. Barcomb, Mr. Hazewski, Ms. Schapiro, Ms. Caimano, Ms. Nemer, Ms. Bartlett, Mr. Antis, Mr. Rottenstreich

Absent: Excused Ms. Vanderminden, Mr. Gannon, Ms. Johnson, Mr. Barnard, Ms. Swanson

Absent: Unexcused Mr. Leonelli

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

Guests: Brian Borie, FCL

Call to Order: President Rottenstreich called 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- May 30, 2018

Mr. Rottenstreich

A **Motion** to approve the Board of Trustees Meeting Minutes of the May 30, 2018 meeting was made by Ms. Nemer, seconded by Mr. Hazewski. Motion carried unanimously.

Treasurer's Report – May 2018

Mr. Hazewski

Mr. Hazewski reviewed the May Treasurer's Reports. Revenues are at 70.5% and expenses are at 35% of the budget.

A **Motion** was made by Ms. Shapiro, seconded by Ms. Barcomb to accept the Treasurer's Reports and Budget Amendments. Motion carried unanimously.

Claims Auditor Report

Mr. Hazewski

Acceptance of the May 30 & June 14, 2018 Claims Auditor Reports for bills & payroll. A **Motion** to accept the Claims Auditor's reports for May and June was made by Ms. Bartlett, seconded by Mr. Antis. Motion carried unanimously.

Committee Reports

Ad Hoc Bylaws Committee

Mr. Rottenstreich

The committee was formed to go over the Bylaws and make revisions after last year's retreat.

Trustees on the committee are Ms. Shapiro, Ms. Barcomb and Ms. Caimano. The revisions have been looked over by Susan Weinrich of NYCON, and Mike Toomey, CPL Trustee.

A **Motion** to approve the Bylaws revision was made by Mr. Hazewski, seconded by Mr. Toomey. Motion carries unanimously.

Friends of Crandall Public Library

Mr. Borie

A motion to skip over the Friends report until Mr. Borie comes in was made by Ms. Barcomb, seconded by Ms. Nemer. Motion carried unanimously.

SALS

Ms. Nemer

Ms. Naftaly reported that at this month's SALS Meeting they recapped their Annual Meeting. Approximately 70-90 people attended this year's Annual Meeting. Ms. Naftaly encouraged all Trustees to try to attend next year's meeting. It is always held on a Monday in May. The money from the state is on its way.

Friends of Crandall Public Library

Mr. Borie

Mr. Borie reported that they made \$12,428 on the book sale. It was really busy on Saturday when he was working the sale. Mr. Rottentreich thanked the Friends for all they do for the Library.

Director's Report

K. Naftaly

Ms. Naftaly reported that we received a \$300 grant from Warren County Soil and Water Conservation District. The grant is for vegetable and flower seed packets to be handed out to the public. We will put them in the lobby by the Park entrance near Ruthie's bench. Notions of "A Seed Library" are taking root. It is to teach about sustainability. Every year for the last several years we have donated books to the AAUW Girls Stem Day, *Girls go Stem 2018*. Ms. Naftaly stated that she and Ms. Winters have been working on the 2019 budget. They have been very particular when looking at vendors. They will be setting up meetings with the Finance Committee. The Budget has to be ready for the August Board meeting. We are looking at some sister libraries to check out the RFID systems. We will be writing an RFP in the fall for a 2019 delivery for a new system.

Action items:

1. Permission to purchase Kanopy, an on-demand streaming video service for public libraries that provides library patrons access to a large collection of films utilizing SALS as the contract intermediary. Cost: estimate of no more than \$800/month allocation to begin; after 3 months usage/cost ratio will be evaluated.
2. Permission for Tisha Dolton to enroll in ALA's virtual course, Feminist Librarianship: Re-Envisioning Library Work to put towards her 60 contact hours (per 5 years) needed to maintain her NYS librarian certification. Cost: \$175.00

A **Motion** to approve Action item 1-2 was made by Ms. Shapiro, seconded by Mr. Hazewski. Motion carried unanimously.

Department Reports

P. Frazier, Children's Department

Ms. Frazier was unable to attend tonight's meeting and Ms. Naftaly reported for her that they held their *Summer Reading Program* kick-off today in the rain.

T. DeGarmo, Folklife

Mr. DeGarmo handed out some flyers. The *Summerland Music Series* starts in July. He thanked the Friends for their support in making this program available. It is very popular. The Tuba Foundation gave us a grant to have a tune composed especially for our library in honor of our 125th year anniversary. It will premiere on July 28, 2018. We will be hosting a family concert on July 13th. We just finished up digitizing the Battenkill Inspired videos.

G. Forshey, Innovation and Patron Experience

Ms. Forshey reported that the Reference Department has been really busy. Library Assistant Karen Zekuaskas along with Cornell Cooperative Extension held a program on how to make a terrarium. It was part of the Explore Earth exhibit. It was so popular that a second one is planned in July. There will be a program on climate change on Monday July 2, 2018.

M. Chandler, Development Director

Ms. Chandler reported that she has been going over Lynn Shank's files to get familiar with the position. She is working on the Henry Crandall Award Gala. She is also working with Ms. Naftaly on grant opportunities.

K. Naftaly, Director

Ms. Naftaly reported on the status of the new logo and tag line. She showed a sample of bags that will be handed out to kids once everything is launched. She complimented Kerry Ziegler for the wonderful job she is doing with the graphics,

Old Business

None

New Business

Henry Crandall Award. Mark Behan has been chosen to be this year's honoree. A *Motion* to approve this year's recipient was made by Ms. Caimano, seconded by Ms. Bartlett. Motion carried unanimously. The Gala will be held on September 28, 2018 at the Highland Country Club. A press release will go out shortly.

Adjournment:

Motion to adjourn was made by Ms. Nemer and seconded by Mr. Antis. Meeting adjourned at 5:02 p.m. Motion carried unanimously.

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
July 25, 2018
4:30 pm
Holden Meeting Room