



**Board of Trustees
Meeting Minutes
July 24, 2019**

Attendance:

Trustees: Mr. Hazewski, Ms. Shapiro, Ms. Swanson, Ms. Johnson, Ms. Caimano, Mr. Toomey, Mr. Rottenstreich, Ms. Barcomb, Mr. Antis, Ms. Rainwater, Mr. Goralski, Ms. Bartlett, and Ms. Eddy.

Absent: (Excused) Ms. Vanderminden, Ms. Nemer

Staff: Ms. Naftaly, Ms. Herman, Ms. Winters, Ms. Frazier, Ms. Chandler, Mr. DeGarmo; Ms. Forshey

Guests: Brian Borie, FCPL, Cindy Watkins, past Employee

President Rottenstreich called meeting to order at 4:30 p.m. Quorum established.

Public Comment: Ms. Cynthia Watkins again returned to speak to the Board about recent employment issues she has had with the Library. She reiterated that she was told by New York State Unemployment officials that she should get her job back. Furthermore, she stated that she has contacted the New York State Human Rights Commission. She distributed two manila envelopes, one for the Trustees and one for the Director, Ms. Naftaly. The Board responded to her by indicating that all responses were under legal review and she would have to put any questions directly to our legal representative, H. Wayne Judge, Esq.

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

Department Reports

A. Herman, Adult Services

Ms. Herman graciously and with heartfelt emotion thanked the Board for allowing her to work for 30 years for the Library. She emphasized to the meeting attendees that it has been a real pleasure over the years to see her colleagues, in all departments, kindly help and assist patrons with their questions and needs. In response to her statement, all in the room acknowledged her and her contributions to the Library.

T. DeGarmo, Folklife Director

Mr. DeGarmo noted that Summerland Music Society only had two more concerts left in this their eighth summer at Crandall Public Library. The events begin at 7:00 p.m., on July 25 and August 8. With the Live! Folklife Concerts only six weeks away, the Folklife Department is gearing up their marketing for the series. Mr. DeGarmo also thanked the Friends of the Library for providing a new stage for the Christine L. McDonald Community Room. It will make its formal debut in the fall. Folklife continues to work on *Lake George on the Water* an original video project designed to tell the stories of the people, places and tradition of the Lake George watershed. Local material created by this project will be incorporated into the Chapman Historical Museum's traveling exhibit (sponsored by the Smithsonian Institution).

G. Forshey, Innovation and Patron Experience

Adult services is focused on enhancing the summer reading experience for adults. Readers are encouraged to sign-up to track their reading online to win prizes. Many programs support the theme of a Universe of Stories including an Escape Room, creating a “Space Craft,” and attending a program by astronomer, Dr. Valerie Rapson. The Library will be a groovy place to be on August 21 as we are hosting a program in the Community Room called Woodstock Turns 50.

P. Frazier, Children’s Department

Around 400 children attended the summer reading kickoff party. This summer’s reading goal is a combined total of 238,900 minutes, based on the distance to the moon. We are already at 82,906 minutes. Ms. Frazier thanked the Friends for supporting the field trip to the ADK Theater Festival’s PB and J Café for a showing of *Alice in Wonderland*. The trip to the NY City Ballet at SPAC and the Dance Museum funded by the Vivienne Anderson Program at SPAC was also a great success! The Children’s Department held its first action-packed Super Hero Kids Comic Con on July 16 to much acclaim. Jim Siplon led teens from the Teen Center on a tour of Just Water.

M. Chandler, Development Director

Ms. Chandler reminded the Board that we are about two months away from the Gala and bestowing the Henry Crandall Award on Dan Burke. The theme is *Monopolooza!*. The Library continues to move forward with its plan of coordinating branding and marketing.

Friends of Crandall Public Library

Mr. Borie indicated that the Friends are on summer hiatus and that they are in a strong financial position.

Board of Trustees Meeting Minutes of June 26, 2019

A ***Motion*** to approve the Board of Trustee’s Minutes of June 26, 2019 that was sent via email was made by Ms. Barcomb and seconded by Mr. Hazewski. Motion carried one abstention.

Treasurer’s Report-June 2019

Mr. Hazewski reported the revenues are at 70.8%; as of June 1, 2019 expenses are at 42.7%. June is 50.0% of the budget year. A ***Motion*** to accept the June 2019 Treasurer’s Report was made by Ms. Caimano and seconded by Ms. Bartlett.

Claims Auditor Report

Claims Auditor Report for June 27, 2019 & July 12, 2019 bills & payroll. There were 52 actions; 3 checks had to be voided out. A ***Motion*** to accept the claims Auditor’s reports was made by Ms. Caimano and seconded by Ms. Shapiro. Motion carried unanimously.

Committee Reports

Personnel

1. Approval for Building Maintenance Mechanic, Jeremy Dickinson to be removed from Probationary status and fully appointed to Permanent status per Civil Service rules, effective 6/3/19.

2. Approval for Library Assistant, Jessica Farrell to be removed from Probationary status and fully appointed to Permanent status per Civil Service rules, effective 7/9/19 (Corrected from Agenda's 7/4/19).
3. Approval of hiring part-time Page, Brian Simmons effective 7/15/19 at a salary of \$11.10 per hour.

A Motion to approve items 1-3 was made by Ms. Swanson, seconded by Mr. Antis. Motion carried unanimously.

SALS

No report.

Director's Report & Action Items

Ms. Naftaly reported that there were no incident reports since the last Board meeting. Trustee petitions are due back to her between August 12 and August 19, 2019 by 3:00 p.m. She has reached out to Changingourworld.com in Albany, NY to discuss our strategic planning process. From language on their website, it appears they can integrate behavioral economics into the development. They successfully worked with the SUNY Adirondack Foundation Board. Ms. Winters and Ms. Naftaly are working on an early draft of the 2020 budget. One important state rate was literally released to the Library at 3:15 today! Administration will be setting up joint Finance/Personnel Committee meetings in the next several weeks in preparation for presentation of the Proposed 2020 Budget at the August 21, 2019 Board meeting. The Board Development Committee has developed a slate of officers for 2020. Candidates have picked-up Trustee Packets and petitions for all open 2020 seats.

Action Items

1. Approval to reimburse the Home of the Good Shepherd \$690.44 based on the Town of Moreau legally settling a property tax dispute.
2. Permission for Todd DeGarmo to the American Folklore Society annual meeting in Baltimore, MD, Wednesday October 16 to Sunday October 20, 2019. Estimated costs: AFS conference registration: \$175; SW Flights (Albany to/from Baltimore airports) \$222.96; Conference Hotel @ \$232.10 x 4 nights; meals est. at \$50 per day x 5 days. Total (approximately): \$1,575.

A Motion to approve items 1-2 was made by Ms. Bartlett, seconded by Ms. Rainwater. Motion carried unanimously.

Old Business

None

New Business

Understanding the changing roles and uses of public libraries. Mr. Antis shared his thoughts about an NPR story he heard about social workers being hired by Public Libraries. Ms. Naftaly agreed to send the print version of the story to the full board. Mr. Antis emphasized that he believes that the general population and library voters do not take advantage of all the services that Crandall Public Library offers. The group discussed how we reach those in our community who are in need of social services. How does our community know about our resources since we are the region's de facto resource center? Libraries are

perceived as sources of information; we direct people to social service agencies but don't truly provide social services. The Children's and Teen Departments were acknowledged for their good work in exposing their patrons to appropriate social services. Our grant-funded project, SANG (Southern Adirondack Resource Guide), was brought up. Many ideas were offered as to how we can refresh the implementation of SANG such as having publicity at the Friend's book sales or taking advantage of existing partnerships.

Executive Session

Motion to go into Executive Session to discuss a personnel issue was made by Mr. Goralski, and seconded by Mr. Hazewski. **Motion** carried unanimously; entered Executive Session at 5:18 p.m. ***Motion*** to leave Executive Session was made at 5:30 p.m. by Ms. Shapiro and seconded by Mr. Goralski.

Adjournment

Motion to adjourn was made by Mr. Antis and seconded by Ms. Barcomb. **Motion** carried unanimously. The meeting adjourned at 5:31 p.m.

Respectfully submitted,

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

Recorded by Kathleen U. Naftaly
Director

Next Board Meeting
Wednesday, August 21, 4:30 p.m.
Holden Meeting Room, 2nd Floor