



**Board of Trustees  
Meeting Minutes  
May 22, 2019**

***Attendance:***

**Trustees:** Mr. Hazewski, Ms. Rainwater, Ms. Shapiro, Mr. Goralski, Ms. Swanson, Ms. Johnson, Ms. Vanderminden, Ms. Caimano, Ms. Eddy, Ms. Bartlett, Mr. Toomey, Mr. Rottenstreich

**Absent:** Excused, Ms. Barcomb, Ms. Nemer; Not Excused, Mr. Antis

**Staff:** Ms. Naftaly, Ms. Webb, Ms. Herman, Mr. DeGarmo, Ms. Winters, Ms. Frazier, Ms. Forshey, Ms. Chandler, Ms. Dolan

**Guests:** Brian Borie, FCPL; Cynthia Watkins, past Employee

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

**Public Comment:** Cynthia Watkins spoke to the Board about recent employment issues she has had with the Library. Attached to this report is documentation that she distributed at the public meeting.<sup>1</sup> Because this is a personnel matter the Board did not directly respond to her statements and paperwork; out of respect for privacy the Board chose to save discussion about her statements for Executive Session.

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

**Department Reports**

***A. Herman, Adult Services***

Ms. Herman stated that a program, *Bernice Ende: Long Lady Rider* will be held this evening at the Moreau Community Center. Bernice was finishing up her 7 month tour starting in Montana and ending in the area; most of the tour was on horseback. She will present a slide show presentation and do a book signing. Last Wednesday evening Kate White's program was very enjoyable with a nice buzz since everyone was excited to meet her. She talked about her book and was very gracious. Northshire Books brought books to sell and Kate did a book signing. Ms. Herman discussed the possibility of two Better Angels Information Sessions scheduled for May 29 and June 3. Ken Tingley of the Post Star wrote an additional column on Better Angels which created some interest for this very worthwhile program to get people from the two parties to talk and listen and an opportunity to learn how to communicate and debate issues civilly.

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<sup>1</sup> The minutes as posted on the Library's website do not include the documentation Ms. Watkins introduced to the meeting. Hard copies of her documents are included with hard copies of the official minutes. Inquiries as to their content are to be referred to Library Administration.

*T. DeGarmo, Folklife*

Mr. DeGarmo stated that the last concert of the series was scheduled for tomorrow night, the group is from Greece. He thanked the Friends for purchasing a new higher stage which will be sturdier and will be useful for the upcoming 4 events presented by the Summerland Music Society. The new exhibit in the Folklife Center Gallery is Old Homesteads. Folklife will have a new Intern this summer from the Ukraine. She has a Masters of Folklore from North Carolina; she will be staying in Corinth. Through the local Audubon Society, there will be an exhibit in the Folklife Gallery of this year's Audubon winning photographs.

*G. Forshey, Innovation and Patron Experience*

The Summer Reading Theme for 2019 is Universe of Stories. Karen Zekauskas is working on Adult Astronomy programs; she has contacted the Adirondack Skywatchers, The Dudley observatory and is hoping to set-up a Skype interview with an Astronaut. Karen demoed an Escape Room for library staff at the Staff Development Day and is working on having one ready for the public this summer.

*P. Frazier, Children's Department*

The exhibit in the Friends Gallery is "On My Own Time" curated by Frieda Toth; this year we had the most art work displayed. Teens did a program with Bento boxes that was very successful. Children's Department staff has been going to the schools to promote the Summer Reading Program and to invite everyone to participate in the Summer Reading kick-off; flyers will be ready next month. There will be a tree planting of a Sugar Maple in City Park on Wednesday, May 29, 2019 at 3:00, all are welcome to attend.

*M. Chandler, Development Director*

The candidate accepted the Henry Crandall Award; the Gala will be held September 27, 2019 from 6:00-9:00 with a game at the end of the evening. Right now she is working on marketing.

*Ms. Winters, Accountant*

Ms. Winters introduced the new Account Clerk, Laura Dolan and complimented her on her work.

**Friends of Crandall Public Library**

Mr. Borie reported the annual appeal is approximately \$5,000 with many donations from new donors. The next Book Sale is scheduled for June 14, 15, 16, 2019.

***Board of Trustees Meeting Minutes-April 17, 2019***

A ***Motion*** to approve the board of Trustee's Minutes of April 17, 2019 that was sent via email was made by Ms. Eddy seconded by Ms. Swanson. Motion carried unanimously.

### ***Treasurer's Report-April 2019***

Mr. Hazewski reported the revenues are at 70.3%; as of April 1, 2019 expenses are at 33%. A **Motion** to accept the April 2019 Treasurer's Report was made by Ms. Caimano and seconded by Mr. Goralski. Motion carried unanimously.

### ***Claims Auditor Report***

Acceptance of the April 26 & May 13, 2019 Claims Auditor Report for bills & payroll. There were no issues. A **Motion** to Accept the claims Auditor's reports was made by Ms. Shapiro and seconded by Ms. Vanderminden.

### **Committee Reports**

#### ***Personnel***

A **Motion** for approval for P/T Library assistant, Emma Rogan to go from Probation to Permanent status effective 5/22/2019 was made by Ms. Vanderminden, seconded by Ms. Bartlett. Motion carried unanimously.

#### ***SALS***

Mr. Rottenstreich stated the SALS Annual Meeting was a wonderful event and wanted to congratulate the Library for receiving the honor of receiving the "Library Program of the Year" for the SANG database. The speaker, John Thorn the official Historian of Major League Baseball explained how as a new immigrant, baseball cards allowed him admittance to American culture.

### ***Director's Report & Action Items***

Ms. Naftaly acknowledged that this was Ms. Webb's last Board meeting. Ms. Webb thanked the Board for the flowers; she stated that she appreciated her time at the library and was looking forward to a long awaited four month trip to Alaska. Ms. Naftaly was invited to the Abe Wing School Art Class exhibit of a mural of the City of Glens Falls created by the students; the library was included in the mural as interpreted by Kayne Humburg. They will be filming a movie in City Park Memorial Day weekend; the film is about the reaction of millennials to the events in Charlottesville in 2017. Ms. Naftaly received an email from a patron who observed what he believed to be nefarious behavior in the second floor bathrooms. The bathrooms are temporarily locked until actions can be taken to improve security. Ms. Naftaly reminded the patron he could have immediately alerted staff or security or even called the police after observing questionable behavior.

#### ***Action Items***

A **Motion** to approve "Legal Notice for Trustee Petitions (1-Town of Queensbury) (2-Town of Moreau) (2-City of Glens Falls) for publication in *The Chronicle* and *The Post Star* in June 2019. Trustee petitions are due between August 12 and August 19, 2019 (by 3 pm)." was made by Mr. Hazewski and seconded by Ms. Rainwater. Motion carried unanimously.

**Old Business**

Ms. Vanderminden reminded Board Members to turn in director evaluations. Ms. Naftaly read a Comment card concerning the Children’s Department: “I feel like [Children’s Department] would be the librarians in heaven. Excellent staff.”

**New Business**

Ms. Chandler stated that Dan Burke was very pleased to accept the 2019 Henry Crandall Award.

**Motion** to approve Dan Burke was made by Mr. Toomey and seconded by Ms. Caimano.

Motion carried unanimously.

**Executive Session**

**Motion** to go in Executive Session was made by Ms. Shapiro and seconded by Ms. Swanson.

Motion carried unanimously; entered Executive Session at 5:15 pm to discuss Patron suspension and Employee issue. Motion carried unanimously.

**Motion** to leave Executive Session was made at 5:34 pm by Ms. Bartlett and seconded by Ms. Johnson

**Motion** was made by Ms. Caimano and seconded by Ms. Swanson to permanently suspend Crandall Public Library privileges of Linda David for repeated violation of Library rules of behavior. Motion carried unanimously.

**Adjournment**

**Motion** to adjourn was made by Ms. Shapiro and seconded by Ms. Caimano. Meeting adjourned at 5:35 pm. Motion carried unanimously.

Respectfully submitted,

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

Recorded by Andrea Herman  
Head of Adult Services

The next Board Meeting  
Wednesday, June 26, 2019  
4:30 PM  
Holden Meeting Room, 2<sup>nd</sup> Floor