



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

Attendance:

Trustees: Mr. Hazewski, Ms. Rainwater, Ms. Swanson Mr. Toomey, Mr. Rottenstreich, Mr. Antis, Ms. Vanderminden, Ms. Shapiro, Ms. Caimano, Ms. Eddy, Ms. Nemer

Absent: Excused, Mr. Goralski, Ms. Barcomb, Ms. Bartlett, Ms. Johnson

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

Guests: Brian Borie, FCPL

President Rottenstreich called meeting to order at 4:34 p.m.

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

A motion to move up the Friends Report was made by Mr. Hazewski, seconded by Ms. Eddy.

Friends of Crandall Public Library

Mr. Borie

The next Book Sale will be in June. So far their Annual Appeal has raised \$4,400. They are looking into investment options for their savings account.

Staff Recognition

N. Rottenstreich

<u>Name</u>	<u>Years</u>
Tala Henry-Halabi	10
Chris Simmons	10
Guin Forshey	15
Sarah Conlen	20
Sue Laing	35

Ms. Naftaly introduced all the staff members being recognized and Mr. Rottenstreich handed out the Staff Recognition awards and thanked everyone for their years of dedicated service to the library.

Department Reports

A. Herman, Adult Services

Ms. Herman stated speaker Lisa Fuller: Author, *Get Well, Be Well, Stay Well* did an outstanding program. Cornell Cooperative Extension of Warren County did a program, *Come Grow with Us* on how to start your garden from seeds. We showed films for Women's History Month. There will be programs two days in a row in May celebrating Pete Seeger's 100th Birthday. On May 15th author Kate White will discuss her reinvention on: "How She Went to Bed the Editor of *Cosmo* and Woke Up Writing about Corpses, Cops, and Serial Killers."

T. DeGarmo, Folklife

Mr. DeGarmo stated that he has had a busy day today with their back to back genealogy one-on-one sessions. Volunteer Genealogist Lisa Dougherty held sessions to help people with their genealogy questions. On May 2nd we will be celebrating *Pete Seeger's 100th Birthday*. A big crowd is expected for the concert. The exhibit in the gallery, *Social Justice Revisited* will be taken down at the end of the month.

P. Frazier, Children's Department

Ms. Frazier stated that over the last four months circulation in Children's has been increasing. School vacation is next week. There will be activities in the park on Saturday. There are a lot of programs including a Book Character Scavenger Hunt, Model Train Club, Make a Terrarium with Cornell Cooperative Extension, Art Blast, and Therapy Dogs. We applied for a National Grid grant and were awarded \$2,500 for STEAM programming.

M. Chandler, Development Director

She is working on the Henry Crandall Award. She is waiting to hear whether or not the candidate will accept the award. She has handed out a mockup of the 2018 Annual Report. The final copy will be mailed out shortly. It will go to Donors, VIP's, Friends, and will also be on our website.

Board of Trustees Meeting Minutes - March 27, 2019

A ***Motion*** to approve the Board of Trustees Minutes of March 27, 2019 that was sent via email was made by Mr. Antis seconded by Ms. Rainwater. Motion carried unanimously.

Treasurer's Report – March 2019

Mr. Hazewski

A. Budget Amendments – There were several budget amendments

Mr. Hazewski went over the Treasurer's report. Revenues are at 68.8% and expenses are at 24.5%. A ***Motion*** to accept the March 2019 Treasurer's Report and Budget Amendments was made by Ms. Shapiro, seconded by Ms. Caimano. Motion carried unanimously.

Claims Auditor Report

Mr. Hazewski

Acceptance of the March 27 & April 11, 2019 Claims Auditor Reports for bills & payroll. There were no issues. A ***Motion*** to Accept the Claims Auditor's reports was made by Ms. Swanson, seconded by Mr. Antis. Motion carried unanimously.

SALS -

Ms. Nemer

Ms. Nemer reminded everyone that the SALS Annual Meeting is on May 20th at Fort William Henry and the speaker will be the official historian of Major League Baseball, John Thorn. Make checks payable to Crandall Library. It is \$25 per person.

Director's Report

K. Naftaly

Ms. Naftaly stated that Ms. Webb will send out a reminder regarding the SALS Annual Meeting. Mr. Ray and Ms. Winters are looking into getting quotes for a new phone system from local providers. We will have more information by the May Board meeting. Ms. Naftaly indicated that she is busy lining up activities for Staff Development Day.

Action items:

1. Permission to close the Library on Friday, May 17, 2019 for Staff Development Day.
2. Permission to discard old computer equipment per list dated 4-17-2019.

A *Motion* to approve Action items #1-2 was made by Ms. Nemer, seconded by Ms. Vanderminden. Motion carried unanimously.

Old Business - None

New Business

A. Board and Officer Committee Work

Create more active board. Mr. Rottenstreich asked that individual committee meetings be set up within one month of today's meeting. Ms. Webb will set the meetings up.

Executive Session

None

Adjournment:

Motion to adjourn was made by Ms. Nemer and seconded by Mr. Antis. Meeting adjourned at 5:13 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

May 22, 2019

4:30 pm

Holden Meeting Room