



Barbara Madonna
Library Director

2011-2011
Board of Trustees

Elizabeth Batchelor

Craig Clark

Jay Ephraim

Christine Pesses

David Fisher

Hannah McAllister

Robin Lair

Karen S. Smith

Daniel R. Towne, Jr.

Minutes of The Gloversville Public Library Board of Trustees Meeting

January 17, 2012

The Gloversville Public Library Board of Trustees held a meeting on January 17, 2012 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Christine Pesses, Craig Clark, Robin Lair, Elizabeth Batchelor, Karen Smith, Jay Ephraim and Daniel Towne, Jr. Michael J. Frank, Financial and Recording Secretary and Barbara J. Madonna, Director of the Gloversville Public Library also attended the meeting. Three students from the Johnstown High School Participation in Government Class also attended the meeting. David Fisher and Hannah McAllister were excused from the meeting.

Mrs. Pesses, President of the Board, opened the meeting by leading the Trustees in the Pledge of Allegiance.

Mrs. Pesses asked if there was anything anyone from the Public wished to present at this time. Hearing nothing, the regular meeting was convened.

Mrs. Pesses asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on December 20, 2011. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Ms. Batchelor made a motion, seconded by Ms. Smith, to approve the minutes as presented. This motion was approved all voting aye.

In Mr. Fisher's absence, Mr. Frank reviewed the Treasurer's Report for the month of December and the fiscal year-to-date through December 31, 2011 with the Trustees. Mr. Frank commented that the Library's receipts and expenses through December 31, 2011 were pretty well on track with our budgeted amounts for this period. Mr. Frank asked if there were any questions or comments on the financials for the month of December or the year to date through December 31, 2011. Hearing none, Ms. Batchelor made a motion, seconded by Ms. Smith, to accept the Treasurer's Reports as presented. This was approved all voting aye.

Mr. Frank informed the Trustees that we would need to wait to approve the budget for next year until the February meeting because we have not received the form yet to do our tax cap calculation which is required to be done and submitted to the State Controller's office before approving our budget. This form is expected to be available by mid January. Ms. Madonna informed the Trustees that the Friends of the Gloversville Public Library have agreed to provide \$10,000 for the budget for the fiscal year ending June 30, 2013.

Mrs. Pesses informed the Trustees that the Friends of the Library have agreed to support the Book Pages for another year. This newspaper provides a list of current authors and various book reviews. Mrs. Pesses also informed the Trustees that the deadline for articles to be included in the upcoming Friend's newsletter is March 1, 2012. Mrs. Pesses also informed the Trustees that this year's Friends Celebration would be held at the Library on September 23, 2012.

Ms. Madonna informed the Trustees that the basement is continuing to dry out and that our custodian is doing a good job cleaning it going room by room as time permits.

Mrs. Pesses informed the Trustees that the Building Committee ALONG WITH foundation representative Ann Lee Clough had met today with Ghiorso & Sorrenti, Inc., the firm that we have hired to do a Capital Campaign Planning Study for the Library, and that she was pleased with their professionalism and knowledge of our area.

Ms. Madonna informed the Trustees that Don Blanchard had started our snow removal in the parking lot and the sidewalks.

Ms. Madonna informed the Trustees that she had not heard anything yet from our attorney regarding changes to our by-laws and our purchasing policy.

Mrs. Pesses presented the revised Circulation, Computer & Internet Use, and Program policies. Ms. Batchelor made a motion, seconded by Ms. Smith, to approve the revised Circulation Policy as presented. This was approved all voting aye. Ms. Batchelor made a motion, seconded by Mrs. Lair, to approve the Computer & Internet Use Policy as presented. This was approved all voting aye. Mrs. Lair made a motion, seconded by Mr. Ephraim, to eliminate the Program Policy from our policies. This was approved all voting aye.

Mrs. Lair informed the Trustees that there was no report from the Personnel Committee this month.

Mr. Ephraim informed the Trustees that the Polar Express program conducted on December 28th was well attended and that Jameson (Sonny) Duross did an excellent job presenting the story to the patrons. Mr. Ephraim also informed the Trustees that the last Tech Program was well attended. Mr. Ephraim discussed the "Big Read Program" which is a program aimed at getting the community to all read the same book. This is a national program and matching grant money is available. Mr. Ephraim informed the Trustees that many libraries and communities are doing this on their own and that he has had discussions with the Amsterdam Library and they have been quite successful with their program. The Trustees felt that we should certainly consider a program like this as we look towards fundraising in the future for the improvements to the Library.

Mr. Towne informed the Trustees that the Public Relations Committee had met and reviewed the results of the survey regarding services and programs provided by the Library. The general feeling from the survey is that Facebook, e-mails and the newspaper were good means of communicating with the public as to events and services being provided by the Library. Also our website was reviewed as to contents, etc. One change made was to make our hours open more visible on the site. Another topic being reviewed is an electronic donor sign. The trustees agreed that procedures would need to be established regarding the usage of this sign. Mr. Towne also informed the Trustees that a newsletter would be forthcoming, one page front and back, to be available at the Library and distributed to senior centers, schools, McDonalds, etc.

Ms. Madonna informed the Trustees that our ebooks and eReaders program has been up and running for a week and that Ms. Bullock has been helping patrons with their issues.

Ms. Madonna distributed the 3 Year Plan of Service with changes incorporated from the last meeting. The Trustees reviewed it and suggested some additional changes. The Trustees discussed the wording of our Mission Statement and felt that additional work needed to be done with it. This will be reviewed at a future meeting.

Ms. Madonna reviewed the Comics Connect Grant. More information on this will be forthcoming at a future meeting.

Mr. Frank informed the Trustees that the Foundation had not met since their Annual Meeting in December.

Mrs. Pesses asked if there was any old business to be brought up. Mrs. Lair asked if we knew where we stood with the scholarship for the Gloversville High School. Ms. Madonna said that we were waiting on the School District to get back to the Friends who submitted the application to the school district for this project.

Mrs. Pesses asked the Trustees if they felt that a letter to the editor regarding our policy changes would be a good idea. The Trustees unanimously agreed with this suggestion.

The next meeting of the Trustees will be held on February 21, 2012 at 6:30 P.M.

Ms. Smith made a motion, seconded by Ms. Batchelor to adjourn the meeting at 8:43 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary