



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 Groversville Public Library Board of Trustees Meeting

December 20, 2011

The Groversville Public Library Board of Trustees held a meeting on December 20, 2011 in the Reading Room at the Library, 58 E. Fulton Street, Groversville, New York at 6:30 P.M.

The following trustees were present: Christine Pesses, David Fisher, Hannah McAllister, Elizabeth Batchelor, Karen Smith, Jay Ephraim and Daniel Towne, Jr. Michael J. Frank, Financial and Recording Secretary and Barbara J. Madonna, Director of the Groversville Public Library also attended the meeting. Craig Clark and Robin Lair 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 November 15, 2011. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Ms. Smith made a motion, seconded by Mr. Fisher, to approve the minutes as presented. This motion was approved all voting aye.

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of November and the fiscal year-to-date through November 30, 2011 with the Trustees. Mr. Frank commented that the Library's receipts and expenses through November 30, 2011 were pretty well on track with our budgeted amounts for this period. Mr. Frank informed the Trustees that we had paid our Retirement Contribution for the year in November totaling \$22,155 of which \$5,958 was an accrual for our year ending June 30, 2011. The remaining amount of \$16,197 is our expense for the nine months ending March 31, 2012. Mr. Frank asked if there were any questions or comments on the financials for the month of November or the year to date through November 30, 2011. Hearing none, Ms. Smith made a motion, seconded by Mr. Towne, to accept the Treasurer's Reports as presented. This was approved all voting aye.

Mr. Fisher, Mr. Frank and Mrs. Pesses reviewed the Proposed Expense Budget for the fiscal year ending June 30, 2013 as presented at the meeting of November 15, 2011 and asked if anyone had any questions or needed further explanation of any line item. The Trustees agreed to proceed with the Expense Items as proposed which includes a 2% raise for all employees except for Ms. Madonna whose salary would be \$52,000 for the fiscal year ending June 30, 2013 and the hiring of a full time custodian for the Library in place of the current part time cleaner. Voting to approve the Full Budget will be done at the January 2012 meeting after the Friends of the Library approve their appropriation for the 2012-2013 Operating Budget for the Library at their meeting in early January.

Mrs. Pesses informed the Trustees that there was no report from the Friends of the Library for this meeting.

Ms. Madonna informed the Trustees that Ron Jones had finished the grading, etc. around the basement wall and that the basement has been so dry lately that some of the paint that had been damp was starting to come loose.

Ms. Madonna also informed the Trustees that we have the deed to the Library property in our safe and the building is now officially ours. The Trustees expressed their appreciation that this was finally completed.

Mrs. Pesses informed the Trustees that the Building Committee along with Ann Lee Clough and Robert Thaisz from the Library Foundation had agreed to recommend the hiring of the firm of Ghiorso & Sorrenti, Inc. to conduct a Capital Campaign Planning Study for the Library. This firm comes highly recommended by Ellen Wood with success on several local projects including Mountain Valley Hospice and Nathan Lita-tauer Hospital. Their fee will be \$50,000 plus expenses for the study. Ms. Smith made a motion to approve the contract with Ghiorso & Sorrenti, Inc. as presented. Mr. Fisher seconded this motion and the Trustees unanimously agreed to approve the contract with Ghiorso & Sorrenti, Inc. and to have Ms. Madonna sign it on behalf of the Library. Ms. Batchelor reported that through various contacts most of the funds needed to conduct this study have been raised. Ms. Madonna also informed the Trustees that several grants totaling \$77,000 have also been sent out requesting funds for the next step of the Master Renovation Plan.

Ms. Madonna also informed the Trustees that David Jablonski Construction Corporation had made the necessary roof repairs.

Mrs. Pesses discussed the restrictions that are contained in the current Circulation, Computer & Internet Use, and Program policies. After considerable discussion the Trustees agreed that the restrictions contained in these policies had not accomplished the original goals and had only served to offend patrons from outlying areas that do not currently support any library. The Trustees agreed that we should remove these restrictions from these policies. This decision to change these policies will be voted on at the January 2012 meeting.

Mrs. Pesses also informed the Trustees that the AD HOC Policy Committee would be meeting again to review changes to the Library's By-Laws regarding the Treasurer's position and the Purchasing Policy.

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

Mr. Ephraim informed the Trustees that 30 people had attended a holiday jazz concert put on by Too Human and that the Cornell Cooperative Extension's healthy eating program was cancelled due to only 2 people signed up to attend. Mr. Ephraim also discussed possibly doing some programming called "Breaking Out of the Box" programs and that he will be looking into this to discuss more at a future meeting of the Trustees.

Mr. Towne informed the Trustees that the Public Relations Committee would be meeting in January 2012 to review the results of the survey regarding services and programs provided by the Library. Results will be discussed at next month's meeting.

Ms. Madonna informed the Trustees that we have entered into a contract to participate with MVLS in an ebooks program starting January 9, 2012 and that we have received a Nook, which will be available to borrow from the Library starting in January 2012. Amanda Whistle, a reporter from the Leader-Herald newspaper, wrote a nice article regarding the Nook and ebooks and also was the first patron to borrow the Nook. Mike Daly will be doing a seminar in February at the Library regarding how to use this technology.

Ms. Madonna also distributed a rough draft of the 3 Year Plan, which was a result of the workshop held by the Trustees on December 3, 2011. Ms. Madonna asked the Trustees to take this with them to review and prepare comments for the next meeting of the Trustees. Mrs. Pesses thanked the Trustees for their time spent at the workshop and also Wally Hart for his leadership at the workshop.

Mrs. Pesses presented Ms. Madonna with a Christmas gift on behalf of the Trustees.

Mr. Frank informed the Trustees that the Foundation held their Annual Meeting on December 7th at 3:30 PM at the Library. At this meeting The Finance Committee recommended an appropriation for the Library of \$145,000 for their budget year of 2012-2013. This was unanimously approved all voting aye. Mrs. Pesses also brought the Trustees up to date on the search for a consulting firm to do a study regarding the feasibility of conducting a Capital Campaign. Funds will need to be raised to conduct this study and all Trustees of both Boards are urged to contribute what they can.

Mrs. Pesses asked if there was any old business to be brought up. Hearing none, Mrs. Pesses asked if there was any new business to be brought up. Nothing was brought up at this time.

The next meeting of the Trustees will be held on January 17, 2012 at 6:30 P.M.

Mr. Fisher made a motion, seconded by Ms. Smith to adjourn the meeting at 8:17 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary