



Gloversville Public Library
Meeting of the Board of Trustees
February 21, 2012
6:30 pm
Gloversville Public Library

Pledge to the Flag
Public Comment

1. Accept minutes of last annual meeting, January 21
2. Treasurer's Report
3. Budget and Finance
 - 2012-13 Budget – 2% cap, tax levy & resolution to accept
4. Friends
5. Building and Grounds
 - Planning study and capital campaign report
 - Clean out the basement
 - Doorbell
6. AD HOC Policy
 - By-laws and purchasing updates
 - Records Management work parties
7. Personnel Committee
8. Program Committee
9. PR Committee
10. Director's Report
 - Trustee packets
 - Comics Connect grant
 - MVLS Director Search
11. President's Report
12. Foundation
13. Old Business
14. New Business
15. Adjourn



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.

Draft Minutes of The Groversville Public Library Board of Trustees Meeting

January 17, 2012

The Groversville Public Library Board of Trustees held a meeting on January 17, 2012 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, 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 Groversville 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 Groversville 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

**GLOVERSVILLE PUBLIC LIBRARY
RECEIPTS
JANUARY 2012**

	Budget July 1, 2011 to June 30, 2012	Amount Received Curr. Month	Amount Received Year to Date	Remaining Balance to be Received
Tax Levy	\$253,200.00	\$0.00	\$253,200.00	\$0.00
Investment Income	500.00	24.08	141.02	358.98
Gloversville Library Foundation Inc. - Int. & Div.	135,000.00	12,172.84	86,942.49	48,057.51
Gloversville Library Foundation Inc. - Don. Reg.	5,000.00	725.00	6,805.00	(1,805.00)
Government Affiliations	5,000.00	0.00	5,504.00	(504.00)
Fines & Miscellaneous Income	10,000.00	2,577.75	5,897.21	4,102.79
Friends of the Gloversville Public Library, Inc.	10,000.00	0.00	10,000.00	0.00
TOTAL RECEIPTS	<u>\$418,700.00</u>	<u>\$15,499.67</u>	<u>\$368,489.72</u>	<u>\$50,210.28</u>

	Income Cash Reconcilement
Income Cash Balance on January 1, 2012	<u>\$422,526.55</u>
Plus: Receipts Per Report	15,499.67
Less: Expenses Per Report	<u>28,285.24</u>
Income Cash Balance on January 31, 2012	<u>409,740.98</u>
Accounts Payable as of 01/31/12	0.00
Prepaid Expenses as of 01/31/12	<u>(5,103.19)</u>
Actual Cash Balance on January 31, 2012	<u>\$404,637.79</u>

BUILDING FUND

Balance on January 1, 2012	\$80,871.04
Plus: Receipts:	
Interest on Money Market Account	4.04
Donations from Gloversville Library Foundation, Inc.	53,612.92
Less: Paid Outs:	
School Outfitters	500.50
John Lawrinait	<u>1,000.00</u>
Balance on January 31, 2012	<u>\$132,987.50</u>

Prepared By,
Michael J. Frank, Financial and Recording Secretary

Submitted By,
David R. Fisher, Treasurer

GLOVERSVILLE PUBLIC LIBRARY

MONTH AND YEAR-TO-DATE EXPENSES TO BUDGET

JANUARY 2012

	Budget July 1, 2011 to June 30, 2012	Amount Expended Curr. Month	Amount Expended Year to Date	Unexpended Balance
Salaries - Full Time Employees	\$132,044.00	\$11,003.78	\$77,026.46	\$55,017.54
Salaries - Part Time Employees	84,217.00	7,392.01	47,388.79	36,828.21
Salaries - Custodians	12,531.00	1,205.00	7,471.00	5,060.00
F I C A & Medicare Tax	17,502.00	1,499.48	10,097.79	7,404.21
Unemployment Insurance	650.00	0.00	300.00	350.00
Disability Insurance	600.00	337.44	584.16	15.84
Medical Insurance	22,500.00	1,528.58	13,894.24	8,605.76
Pension Expense	25,000.00	0.00	16,196.75	8,803.25
Heat	12,250.00	1,165.18	2,669.25	9,580.75
Electricity	9,500.00	566.72	3,670.94	5,829.06
Telephone	650.00	211.81	1,250.45	(600.45)
Insurance	10,500.00	0.00	6,087.14	4,412.86
Books, Periodicals, etc.	45,000.00	844.87	33,563.33	11,436.67
Computer & Automation Services	16,000.00	988.69	7,800.53	8,199.47
Library, Building & Office Supplies	9,300.00	503.33	6,387.29	2,912.71
Maintenance & Repairs	13,700.00	0.00	432.08	13,267.92
Financial Secretary	7,800.00	650.00	4,550.00	3,250.00
Professional Fees	5,000.00	0.00	1,050.00	3,950.00
Election Expense	1,000.00	0.00	0.00	1,000.00
Professional Meetings & Travel	2,000.00	(32.40)	1,264.40	735.60
Events & Programming	4,000.00	125.00	1,686.94	2,313.06
Promotion Expense	2,000.00	126.25	883.50	1,116.50
General Expense	1,200.00	169.50	993.07	206.93
Restoration, etc. Expense	0.00	0.00	0.00	0.00
TOTAL EXPENSE	<u>\$434,944.00</u>	<u>\$28,285.24</u>	<u>\$245,248.11</u>	<u>\$189,695.89</u>

GLOVERSVILLE PUBLIC LIBRARY

CHECK AND CASH DISBURSEMENTS

JANUARY 2012

<u>Check No.</u>	<u>Payee</u>		<u>Fund</u>
DM	E F T United States Treasury (2,175.85)	\$660.23	FICA & Medicare Expense
		1,515.62	Payroll
3451	Gloversville Public Library	6,751.15	Payroll
3452	Donna J. Kuhner	250.00	Petty Cash
3453	Rosanne Melita	100.00	Events & Programming
3454	Frontier Communications	211.81	Telephone
3455	Fulton County Chamber of Commerce	50.00	G/E - Annual Dinner
3456	Mohawk Valley Library System	112.00	Library Supplies
3457	National Grid (1,731.90)	1,165.18	Heat
		566.72	Electric
3458	Unique Management Services, Inc.	99.50	G/E - Collection Expense
3459	Electronic Office Products, Inc.	10.00	Library Supplies
3460	The Leader-Herald	126.25	Promotion Expense
3461	MVLS/SALS Joint Automation Project	988.69	Computer & Automation
3462	Image Integrator, LLC (695.00)	245.63	Library Supplies
		449.37	Prepaid Expense
3463	Business Card (360.53)	170.00	Serials
		(32.40)	Prof. Meetings & Travel
		134.50	Library Supplies
		88.43	A/V - CDs
3464	Zurich American Insurance Company 674.88)	337.44	Disability Insurance
		337.44	Prepaid Expense
3465	Gloversville Public Library	8,679.99	Payroll
3466	Michael J. Frank	650.00	Financial Secretary
3467	Blue Shield of Northeastern New York	1,397.28	Medical Insurance
3468	Audio Editions	147.52	A/V - CDs
3469	Center Point Large Print	54.19	Books
3470	Apple Books	59.90	Books
3471	Midamerica Books	45.85	Books
3472	Michael Daly	25.00	Events & Programming
3473	Marty Podskoch	45.00	Books
3474	The History Press	27.98	Books
DM	E F T NYS & Local Retirement System	222.18	Pension - Withholdings
DM	E F T NYS Tax Department	578.50	Payroll
DM	E F T United States Treasury (2,692.60)	839.25	FICA & Medicare Expense
		1,853.35	Payroll
DMS	Jaeger & Flynn Associates, Inc. (Reimburserr	131.30	Medical Insurance
	CHECK PAID OUTS - JANUARY 2012	<u>29,094.85</u>	
	PETTY CASH PAID OUTS - JANUARY 2012		
	Postage	1.20	
	General Expense - Chamber Breakfast	20.00	
	Newspapers (Books)	<u>206.00</u>	
	TOTAL JANUARY 2012 PAID OUTS	<u>\$29,322.05</u>	
	Less: Prepaid Expenses	(786.81)	
	Less: Petty Cash Check	<u>(250.00)</u>	
	NET TO BALANCE TO EXPENSES	<u>\$28,285.24</u>	

**GLOVERSVILLE PUBLIC LIBRARY
GRANTS IN PROCESS**

SPECIAL LEGISLATIVE GRANT (Senator Farley)

Balance as of January 1, 2012		\$768.73
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
None		<u>0.00</u>
Total Expenses		<u>0.00</u>
Balance of Grant Money Left at January 31, 2012		<u><u>\$768.73</u></u>

BILL & MELINDA GATES GRANT

Balance as of January 1, 2012		\$147.86
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
None		<u>0.00</u>
Total Expenses		<u>0.00</u>
Balance of Grant Money Left at January 31, 2012		<u><u>\$147.86</u></u>

STEWART'S FOUNDATION GRANT

Balance as of January 1, 2012		\$50.00
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
Ryan Richards		<u>0.00</u>
Total Expenses		<u>0.00</u>
Balance of Grant Money Left at January 31, 2012		<u><u>\$50.00</u></u>

WGY CHRISTMAS WISH GRANT

Balance as of January 1, 2012		\$0.00
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
Thomas Jones		<u>0.00</u>
Total Expenses		<u>0.00</u>
Balance of Grant Money Left at January 31, 2012		<u><u>\$0.00</u></u>

RESTORATION FUNDS RECONCILEMENT

Balance as of January 1, 2012		\$754.38
Funds Received		0.00
Expenses Paid From Restoration Funds:	<u>Check No.</u>	<u>Purpose</u>
None		<u>0.00</u>
Total Expenses		<u>0.00</u>
Balance of Restoration Funds Left at January 31, 2012		<u><u>\$754.38</u></u>

**GLOVERSVILLE PUBLIC LIBRARY
PROPOSED OPERATING BUDGET 2012-2013**

	Actual Expenses 2011-12	Budget Fiscal Yr 2011-12	<u>12 Months</u> Estimated Expenses 2011-12	Budget With Custodial Wkr Fiscal Yr 2012-13	Custodian Percent Inc/Dec
Salaries - Full Time Employees	\$129,052	\$132,044	\$132,045	\$136,044	3.03%
Salaries - Part Time Employees	67,862	84,217	\$81,238	89,180	5.89%
Salaries - Custodians	12,285	12,531	\$12,807	21,840	74.29%
F I C A & Medicare Tax	16,106	17,502	\$17,310	18,900	7.99%
Unemployment Insurance	593	650	\$514	600	-7.69%
Disability Insurance	493	600	\$1,001	765	27.50%
Medical Insurance	18,517	22,500	\$23,819	30,250	34.44%
Pension Expense	16,459	25,000	\$27,766	27,000	8.00%
Heat	9,813	12,250	\$3,820	12,000	-2.04%
Electricity	7,387	9,500	\$6,293	9,000	-5.26%
Telephone	624	650	\$650	650	0.00%
Insurance	5,809	10,500	\$10,435	10,500	0.00%
Books, Periodicals, etc.	45,651	45,000	\$57,537	45,000	0.00%
Computer & Automation Services	17,096	16,000	\$13,372	17,000	6.25%
Library, Building & Office Supplies	8,579	9,300	\$10,950	9,300	0.00%
Maintenance & Repairs	3,879	13,700	\$741	13,700	0.00%
Financial Secretary	7,800	7,800	\$7,800	8,000	2.56%
Professional Fees	2,700	5,000	\$1,800	7,000	40.00%
Election Expense	671	1,000	\$700	1,000	0.00%
Professional Meetings & Travel	1,882	2,000	\$2,168	2,000	0.00%
Events & Programming	4,166	4,000	\$2,892	4,500	12.50%
Promotion Expense	2,513	2,000	\$1,515	2,000	0.00%
General Expense*	14,174	1,200	\$1,702	1,500	25.00%
TOTAL EXPENSE	\$394,110	\$434,944	\$428,153	\$467,729	
				\$32,785	7.54%
Prepared 2/14/12					

**GLOVERSVILLE PUBLIC LIBRARY
PROPOSED BUDGET FISCAL YEAR 2012-13 INCOME**

	Actual Income 2011-12	Budget Fiscal Yr 2011-12	<u>12 Months</u> Estimated Income 2011-12	Budget Fiscal Yr 2012-13
Tax Levy	\$241,200	\$253,200	\$253,200	\$259,106
Investment Income	330	500	250	300
Foundation Int & Div Income	137,468	135,000	135,000	140,000
Foundation Donation Income**	10,185	5,000	7,000	5,000
Government Affiliations	7,152	5,000	6,000	6,000
Fines & Miscellaneous Income	14,876	10,000	10,000	10,000
Friends of the Gloversville Library, Inc.	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
TOTAL INCOME	<u><u>\$421,212</u></u>	<u><u>\$418,700</u></u>	<u><u>\$419,950</u></u>	<u><u>\$430,406</u></u>
Excess or Shortfall	\$27,102	(\$16,244)	(\$8,203)	(\$37,323)

*General Expense in 2011 Includes \$12,660 related to refurbishing of lobby paintings

**Gloversville Library Foundation -Donations in 2011 includes one time special gift of \$4,600 related to refurbishing of paintings

Prepared 2/14/12

Entity Information
Municipal Code: 174618000100
Taxing Entity Name: Gloversville Public Library
Entity Class: SPU - Library
County: Fulton

Tax Levy Cap Elements	Amount
1. Total Real Property Tax Levy for Fiscal Year Ending (FYE) 06/30/2012	\$253,200
2. Tax Base Growth Factor, if any	1.0000
3. PILOTS receivable in FYE 06/30/2012	\$0
4. PILOTS receivable in FYE 06/30/2013	\$0
5. Tax levy necessary for expenditures resulting from court orders or judgments resulting from tort actions FYE 06/30/2013	\$0
6. Tax levy necessary for pension contribution expenditures caused by growth in the system average actuarial contribution rate (ERS; PFRS) or normal contribution rate (TRS) in excess of 2 percentage points:	
a. State and Local Employees' Retirement System (ERS)	\$842
b. Teachers' Retirement System (TRS)	\$0
c. Police and Fire Retirement System	\$0
7. Transfer of local government function(s) (as determined by OSC):	
a. Costs	\$0
b. Savings	\$0

Tax Levy Cap - Calculations and Totals	
Tax Levy Limit (Cap) Before Adjustments and Exclusions	
Tax Levy FYE 06/30/2012	\$253,200
Tax Base Growth Factor	1.0000
PILOTS receivable FYE 06/30/2012	\$0
Allowable levy growth factor	1.0200
PILOTS receivable FYE 06/30/2013	\$0
Total Levy Limit Before Adjustments/Exclusions	\$258,264

Adjustments for Transfer of Local Government Functions	
Costs incurred from transfer of local government functions	\$0
Savings realized from transfer of local government functions	\$0
Total Adjustments	\$0

Tax Levy Limit, Adjusted for Transfer of Local Government Functions	\$258,264
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Exclusions	
Tax levy necessary for expenditures resulting from tort orders/judgments over 5% FYE 06/30/2012 tax levy	\$0
Tax levy necessary for pension contribution expenditures caused by growth in the system average actuarial contribution rate (ERS; PFRS) or normal contribution rate (TRS) in excess of 2 percentage points:	
ERS	\$842
TRS	\$0
PFRS	\$0
Total Exclusions	\$842

Tax Levy Limit, Adjusted for Transfers, Plus Exclusions	\$259,106
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Proposed Levy for FYE 06/30/2013	259,106 \$0
Difference Between Tax Levy Limit Plus Exclusions and Proposed Levy	\$259,106
Do you plan to override the cap in 2013?	<input checked="" type="radio"/> Yes <input type="radio"/> No

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Hover here for sample salary projection



Pension Exclusion Calculator

Salary Base for bill to be paid in fiscal years beginning 2012:*

- State and Local Employee Retirement System (ERS)
- Police and Fire Retirement System (PFRS)
- Teachers Retirement System (TRS)

140,251

Available from the Retirement System through a secure online application. For access to the Retirement System **Employer Projection and Rates (EPR) Application**, email REmpSer@osc.state.ny.us or call Beth Wicks at 518-474-9236 or Patricia Engel at 518-486-3921. (For other levy limit questions, please call the Division of Local Government's Data Monitoring and Analysis Unit at 518-473-0006.)
 Fall 2012 TRS payments will be based on actual July 1, 2011 - June 30, 2012 salary base. The TRS system does not provide projections of this base.

Excludable Percentage:

- State and Local Employee Retirement System (ERS)
- Police and Fire Retirement System (PFRS)
- Teachers Retirement System (TRS)

0.60%

See "Contribution Rates" Tab for data. (To get the value 0.6%, enter either "0.6%" or "0.006," not "0.6", since 0.6 is equal to 60%.)

Pension Exclusion:

- ERS
- PFRS
- TRS

842
-
-

*** NOTE to Calendar Year LGs:** Please use the salary base applicable to the bill you will pay in calendar 2012, taken from the Employer Projection and Rates (EPR) Application. If, like most entities, you will pay your 2012-13 bill in December 2012, use the column labeled "Projected Salaries 04/01/2012-03/31/2013". If, like a few, you will be paying your 2011-12 pension bill in February 2012, use the column labeled, "Salary Estimates 04/01/2011-03/31/2012". However, to minimize risk of audit, please note that you should only do this if you regularly pay your pension bill in February.

Office of the State Comptroller
NEW YORK STATE & LOCAL RETIREMENT SYSTEM



GLOVERSVILLE PUBLIC LIBRARY

51434 ERS - 2013 Projection

This is not a bill

Tier	Plan ID	Options	Salary Estimates 04/01/2011 - 03/31/2012	Projection Factor	Projected Salaries 04/01/2012 - 03/31/2013**	2013 Plan Rate & Plan Option	Regular Pension Contribution	GTLI
1	75C		\$2,221	x 0.82	\$1,821	22.9%	\$410	\$7
3	A14		\$29,086	x 0.97	\$28,213	18.4%	\$5,078	\$113
4	A15		\$111,330	x 0.99	\$110,217	18.4%	\$19,839	\$441
Sub Totals			\$142,637		\$140,251 <i>X.6</i>		\$25,327	\$561

** 2011 Actual Salaries double inflated

Estimated 2013 Regular Pension Contribution, Including GTLI **\$8415.06** \$25,888

	Due February 1, 2013 Payments	divide by factor	Pre Pay December 15, 2012 Payments
Adjustments at 8%			
Deficiency	\$686		\$679
Total Adjustments	\$686	1.009667 =	\$679
Total Adjustments and Installments			
Estimated 2013 Regular Pension Contribution	\$25,888	1.009081 =	\$25,655
Estimated Total Contribution	\$26,574		\$26,334
Estimated Maximum Amount that may be Amortized in 2013	\$9,198		\$9,198
Estimated Total Contribution Less Maximum Amortization	\$17,376		\$17,136

If you amortize the maximum 2012 amount previously quoted to you, your Feb. 1, 2013 Installment Payment will be \$841.

*2532
8415*

*Put Wetmore
Donna
Rest*

ERS/PFRS Retirement Exclusions by Payment Date During Fiscal Years Starting in 2012

Pay In	For State Fiscal Year	Percentage Excluded	
		ERS	PFRS
February 2012*	April 1, 2011-March 31, 2012	2.4%	1.4%
December 2012	April 1, 2012-March 31, 2013	0.6%	2.2%
February 2013	April 1, 2012-March 31, 2013	0.6%	2.2%

* Applies to calendar year fiscal year entities only, and only that regularly pay in February.

TRS Retirement Exclusion

Pay by	Percentage Excluded
September-November 2012	0.49%

GLOVERSVILLE PUBLIC LIBRARY
BOARD OF TRUSTEES

RESOLUTION

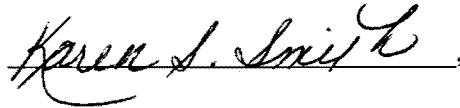
At a duly called meeting of the Board of Trustees of the Gloversville Public Library, upon a motion made by Ms. Batchelor, and seconded by Ms. Smith, it was

RESOLVED that, pursuant to General Municipal Law § 3-c(5), the Board of Trustees of the Gloversville Public Library overrides, for the 2012-2013 fiscal year, the tax levy limit imposed by Municipal Law §3-c(3).

Dated: November 15, 2011

Karen S. Smith, Secretary

Secretary



Vote: 9 In Favor
 0 Opposed
 0 Abstentions



Gloversville Public Library

Director's Report: January 2012

Barbara Madonna – Director

Circulation to books is down over last January, while A/V circulation and in-house use of all materials is up. Programming, reference and computer use are all holding steady. Donna Kuhner compiled the NYS Annual Report for 2011 while Michael Frank completed the NYS Comptroller's report. Mike and I also worked on the 2% tax cap calculation required by the state before we pass our 2012-13 budget.

The boiler inspection was completed during the month, though there's been a little confusion on the recording keeping between Hartford Steam Boiler, the inspector and NYS. We also began our work with staff from Ghiorso & Sorenti on the capital campaign planning study. We had a kick off meeting with them, drafts of the case study and introduction letter to interviewees is in the works and the Building Committee is wrapping up the compilation of the interviewee list with the assistance of many other volunteers.

The Program Committee began brainstorming a Big Read event and is looking to community partners to broaden its reach. Tech classes are going well, and plans for Spring Break and MVLS/NYSCLA book discussions are in the works.

Meetings and Workshops

- Jan 4th Boiler inspection
- Jan 5th 1) Paul Mays, Butler, Rowland and Mays Architects LLC
2) Friends of the Library meeting
- Jan 6th Meeting with Betsy Batchelor
- Jan 11th 1) Program committee meeting
2) Bob Russell & Dear Reader webinar
- Jan 13th Proctor exam
- Jan 16th Closed for Martin Luther King Jr. Day
- Jan 17th 1) Meeting with Building Committee and Ghiorso & Sorenti Consultants
2) Board of Trustees meeting
- Jan 18th Book discussion The Broken Teaglass by Emily Arsenault
- Jan 19th 1) MVLS Board meeting
2) MVLS Search committee meeting
3) Fulton County Regional Chamber of Commerce annual dinner
- Jan 24th 1) Staff meeting
2) Meeting with Workforce Solutions
3) NYS Tax Cap webinar
- Jan 25th 1) Program committee meeting
2) Mike Hauser
- Jan 27th 1) State of the County breakfast
2) Glen Vallach, Ghiorso & Sorenti
3) Chris Pesses
- Jan 31st 1) MVLS Search committee meeting



Gloversville Public Library

Children's Room Report: January 2012

Sherry Gennett – Head of Children's Services

Rainbow preschool attended my introduction to the library on January 25th. This is a private day care so transportation was arranged between the teacher and various parents who could car pool children to and from the program. As a result I was able to reach 24 little ones along with many adults who were here for the first time.

Staff in the Children's Room along with Bonnie Howard held our first meeting, January 20, discussing various activities for the "Fancy Nancy" program to be held on April 11, 2012. Cathy said she would contact the reader, Carol has an activity board she will create, Sonny is in charge of any design work needed for publicity, handouts and bookmarks. I'm gathering supplies for various craft projects. The theme will be fancy all around.

BiblioManiacs is meeting every week and going strong. As you know we've added a writing component to the format. Short stories and poems are often shared on a weekly basis. There has been feedback from time to time that I address the following week. At one point a member felt we drifted away from sharing books we've read. So the following week I made sure we started out with round table sharing of good reads.

Gloversville Public Library

January 2012

Monthly Report

Statistics for January 2012 are as follows (figures in parentheses represent comparable figures for January 2011):

	2012	2011
<u>VISITORS</u>	9,646	(9,890)

CIRCULATION

Adult Circulation	2,810	(3,097)
Teen Circulation	238	(275)
Juvenile Circulation	1,662	(1,920)
Other Materials	2,426	(2,129)
Subtotal	<u>7,136</u>	<u>(7,421)</u>
<u>In-House Use</u>		
Adult	448	(363)
Juvenile	684	(240)
Other Materials	1,366	(824)
Subtotal	<u>2,498</u>	<u>(1,427)</u>
Total January Circulation	9,634	(8,848)

<u>REFERENCE QUESTIONS</u>	587	(307)
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MEETINGS/PROGRAMS/OUTREACH

14 Adult programs and meetings with 130 people (14 Adult programs and meetings with 190 people)
6 Juvenile programs with 111 children (5 Juvenile programs with 80 children)

<u>INTERLIBRARY LOAN</u>	<u>Material Borrowed</u>	<u>Material Loaned</u>
Books	882	498
AV	212	3
Total	<u>1094</u>	<u>501</u>

<u>COMPUTER USAGE</u>	1,174	(1,103) users
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VOLUNTEERS

HISTORICAL ROOM

Visitors	24
Books Used	55
Reference Questions	2
Telephone Reference	0
Letters	0
Computer usage	0