



Barbara Madonna  
Library Director

2009-2010  
Board of Trustees

Elizabeth Batchelor

Jay Ephraim

Christine Pesses

David Fisher

David C. Heacock

Robin Lair

Karen S. Smith

## Draft Minutes of The Groversville Public Library Board of Trustees Meeting September 21, 2010

The Groversville Public Library Board of Trustees held a meeting on September 21, 2010 in the Reading Room at the Library, 58 E. Fulton Street, Groversville, New York at 6:33 P.M.

The following trustees were present: David Fisher, Daniel Towne, Jr., Elizabeth Batchelor, Robin Lair, Jay Ephraim, Christine Pesses, and Karen Smith. Michael J. Frank, Financial and Recording Secretary and Barbara J. Madonna, Director of the Groversville Public Library, also attended the meeting. Donald Ambrosino and Wrandy Siarkowski, candidates for councilmen in the City of Groversville, and Jackie Hart, a student from the participation in government class from the Johnstown High School, were also in attendance.

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 August 17, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Ms. Smith noted that we had agreed to pay the balance of the restoration of the portraits out of the General Fund if other funds were not obtained. One other spelling correction was also noted. Mr. Fisher made a motion, seconded by Ms. Batchelor, to approve the minutes as presented with amendments noted. This motion was approved all voting aye.

Mr. Fisher and Mr. Frank reviewed the Treasurer's Report for the month of August and the fiscal year-to-date through August 31, 2010. Mr. Frank commented that we had spent a sizeable portion of our book budget with our annual renewal of our lease plan with Baker and Taylor. Mr. Frank also informed the Trustees that since we were only through two months of our budget year the other income and expense numbers had little relevance to our overall budget to actual comparison yet. Mrs. Lair made a motion, seconded by Ms. Smith, to accept the Treasurer's Reports as presented. This was approved all voting aye. Mr. Fisher also informed the Trustees that the Budget and Finance committee meeting needed to be rescheduled.

Ms. Madonna brought the Trustees up to date on the Lighting Project. Harold R. Clune, Inc. started today with the installation of the sconces in the lobby. The remainder of the work should be completed by the end of October.

Ms. Madonna informed the Trustees that she had met last week with Steven E. Smith, PE, Jessica Patrick, attorney for Steve Smith, Paul Rouis, engineer from Ryan-Briggs, Steve Rowland, engineer from Butler, Rowland and Mays Architects, and Kathryn McCary, attorney for the Library, to review the basement corrective actions project and to express our concerns that it be done correctly this time. The plans to fix the basement moisture problems will be reworked by Steve Smith and Paul Rouis. The estimated time to fix the problem is one to two weeks once the plans are completed. Steve Smith's insurance company has indicated that they are prepared to cover the cost to fix the basement moisture problems.

Ms. Madonna informed the Trustees that the City had signed a new lease to run to August 31, 2020 and that the Construction Grant had been submitted to MVLS and approved in full by them for approximately \$28,000. The State will OK this in January 2011. Ms. Madonna also informed the Trustees that the City has not yet reached a decision on transferring the Library property back to the Library, but that she had conversations with several council members on this issue.

Mrs. Pesses informed the Trustees that there was no report from the AD HOC Policy Committee this month.

Ms. Madonna informed the Trustees that Patricia Wetmore had resigned as of last Friday and that Roberta Ambrosino had accepted a position with the Malta library and would continue to work for us on Fridays until winter. Ms. Madonna also informed the Trustees that Carol Morse would be going to Boston at the end of the month to begin her treatments and is not expected back in the near future. Ms. Madonna also informed the Trustees that she had hired Myriam Rowden to work as a page start-

ing yesterday. Ms. Rowden is a student at FMCC.

Mr. Towne informed the Trustees that we are collecting email addresses from our patrons in order to be able to send out schedules of upcoming events at the Library and other items that the Trustees and staff feel would be of interest to our patrons. Mr. Towne also informed the Trustees that the nametags were in and being worn by the staff. First names only are on the nametags to identify these people as staff members of the Library.

Mrs. Pesses informed the Trustees that four sandwich boards (advertising) had been received and that they would be used to promote events and various other items concerning the Library. The Friends of the Library will be setting up a committee to rotate the boards on a regular basis. The Trustees were encouraged to submit any suggestions that they might have to promote the Library.

Mr. Towne discussed what we could do to improve the attendance of children at the Library. A suggestion was made that we reach out to the PTAs at the various elementary schools and also to suggest to the schools that they have volunteer readers come in to read in the classroom from time to time to promote the Library.

Mr. Towne also informed the Trustees that the PR Committee meeting would need to be rescheduled.

Ms. Madonna informed the Trustees that she had told Yost Conservators to go ahead with the restoration of all three paintings. The one frame that needs repair is still being looked into to see what can be done.

Ms. Madonna also informed the Trustees that her new computer has arrived and that she is still waiting for the rest of the staff computers to arrive. The other staff computers are at MVLS/SALS and are waiting to be programmed before being delivered. No word yet on when this will be completed.

Ms. Madonna informed the Trustees that the roof hatch over the Historical Room had blown off and quite a bit of water came in and damaged the ceiling but no permanent damage was done to any of the Historical collection. The roof hatch has been repaired and Alan Fudger was contacted but no estimate has been received yet to repaint the ceiling.

Ms. Madonna informed the Trustees that the GED classes had started again on Tuesdays and Thursdays and that approximately 30 people were attending. Due to lack of room for patrons in the parking lot the students have been asked to park in the City lot on Fremont Street.

Mrs. Pesses also informed the Trustees that it was time to do our three-year "Planning for Results" which is needed by July 2011. All goals discussed in the previous Plan have been completed except for one. A meeting of the Plan of Service Committee will be scheduled to begin working on this project.

Ms. Madonna also informed the Trustees that Susan Savage, candidate for State Senator, came and spent about an hour today doing a walkthrough of our Library.

Mrs. Pesses opened the discussion regarding changing the size of the Board of Trustees. Our charter currently allows us to have between 7 and 15 Trustees. After considerable discussion, Ms. Batchelor made a motion, seconded by Ms. Smith, to change the By Laws of the Library from 7 Trustees to 9 Trustees. This was approved all voting aye. Ms. Madonna will incorporate this change in the By Laws and it will be sent out to the Trustees for review and acceptance at the October 2010 meeting.

Ms. Madonna reported that the Friends of the Library held their annual meeting and elected Virginia Mazur to continue as President and elected Jean La Porta Vice President. Their semiannual book sale will be held on October 12<sup>th</sup> and 13<sup>th</sup> this fall. The Friends are in need of children's books for their sale if anyone has books they would like to donate.

Ms. Batchelor reported that the Friends Celebration is sold out for the luncheon and everything else is ready to go for this coming Sunday.

Mr. Frank informed the Trustees that the Foundation had not met since the last Trustee's meeting.

Mrs. Pesses asked if there was any old business to discuss. Hearing none, Mrs. Pesses asked if there was any new business to be brought before the Trustees.

The next regular meeting will be held on October 19, 2010 at 6:30 P.M.

Mr. Fisher made a motion, seconded by Ms. Batchelor to adjourn the meeting at 8:18 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

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Karen S. Smith  
Secretary