



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

## Minutes of The Groversville Public Library Board of Trustees Meeting

November 16, 2010

The Groversville Public Library Board of Trustees held a meeting on November 16, 2010 in the Library of the Kneseth Israel Synagogue, 34 E. Fulton Street, Groversville, New York at 6:30 P.M.

The following trustees were present: David Fisher, Daniel Towne, Jr., Robin Lair, Jay Ephraim, Elizabeth Batchelor, Karen Smith, and Christine Pesses. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Groversville Public Library, Virginia Mazur, President of The Friends of the Groversville Public Library, and Wrandy Siarkowski, Groversville 6<sup>th</sup> Ward Councilman elect, also attended 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 October 19, 2010. 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 October and the fiscal year-to-date through October 31, 2010 with the Trustees. Mr. Frank commented that through the first four months of our Budget Year we were pretty well on track with our actual numbers to budget. Mr. Frank also noted that since we had not gotten into the winter heating season yet we had spent very little of our heating budget monies. Mr. Frank also noted that we had received our tax levy money from the Groversville Enlarged School District in October and that he had placed these funds in our money market account to use as needed to pay our payroll and other operating expenses. Ms. Batchelor made a motion, seconded by Ms. Smith, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Fisher reviewed the tentative budget for the 2011-2012 fiscal year that was prepared by the Finance Committee during their two work sessions. The worksheets showed full staff figures for salaries and benefits and showed a comparison of a 1% pay increase and a 2% pay increase across the board for all employees. The worksheets also contained the Committee's best estimates for the additional costs to the Library to take over ownership of the building and parking lot properties from the City of Groversville. Based on estimates received from the State our pension expense is expected to increase by about \$9,000 next year. Mr. Fisher asked the Trustees to look over the worksheets between now and the December meeting and to be prepared with any suggestions for changes prior to our tentative adoption at the December meeting. The Budget for 2011-2012 will be finalized at the January 2011 meeting after the Foundation and Friends approve their support numbers for the year 2011-2012.

Ms. Madonna informed the Trustees that the Common Council approved the Mayor signing the deed transferring the Library property and Parking Lot over to the Library. The City attorney will prepare the deed and Ms. Madonna will forward it to our attorney and Mrs. Pesses for their review and any suggested revisions that they feel should be made before it is filed in the County Clerk's office.

Ms. Madonna informed the Trustees that we have not yet received anything from Steve Smith's attorney regarding the costs to fix the basement moisture problems. Ms. Madonna also informed the Trustees that it was necessary to close the Library early today since the water main to the Library broke and water was coming into the basement. The Water Department got the water shut off this afternoon and the broken pipe should be fixed tomorrow.

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

Mr. Towne informed the Trustees that the Publicity Committee had met in early November and that they are continuing to gather email addresses from our patrons however it is going very slowly even with our weekly drawings. Mr. Towne also informed the Trustees that he has been working on getting our sandwich boards used and that the Friends will be forming a Committee to change the messages on them frequently. Mr. Towne also informed the Trustees that flyers promoting the Library are continuing to be distributed to

various businesses and other groups. A discussion also ensued regarding the Library sponsoring a Little League bowling team. After considerable discussion it was decided that the Library shouldn't sponsor a team but the Trustees agreed to sponsor a team and provide shirts personally.

Ms. Madonna informed the Trustees that the Levi Parsons and Duke of Wellington paintings had been restored and were delivered here last Friday. The Duke of Wellington and the older Levi Parsons have been put back in their frames and will be hung shortly. Young Levi Parsons needs frame repair or a new frame, yet to be decided.

Ms. Madonna also informed the Trustees that the new staff computers arrived last week and the new public computers will probably be here sometime after the Holidays.

Ms. Madonna also reviewed her NYLA conference workshops. Several items brought to her attention will need further review and possibly some changes in our Bylaws.

Ms. Madonna also informed the Trustees that we had gotten 2 free months of a newspaper called BookPage. This paper lists new books being published and also contains articles about different authors. This seems to have made a hit with our patrons since we have been getting 50 copies and they are quickly disappearing. Ms. Madonna said she expects to order a paid subscription to this newspaper.

Mrs. Pesses informed the Trustees that the Plan of Service Stakeholder's meeting was held on Saturday November 13<sup>th</sup> from 10 AM until 2 PM. Mrs. Pesses informed the Trustees that 20 of the 27 people invited attended the meeting and 5 people from the Library and the Board also attended. Mrs. Pesses will be sending out a report compiled by Carol Clingan, Director of MVS, regarding the meeting. The overall consensus of the group was that they want the Library to stay in its current location in downtown Gloversville. The Plan of Service Committee will convene to put together a new three-year plan to present to the Trustees at a future meeting.

Mrs. Pesses informed the Trustees that no one has come forward yet and asked to be considered for a position on the Board of Trustees. December 2<sup>nd</sup> was the deadline in our newspaper ad for anyone interested to submit a letter of interest.

Mrs. Mazur, President of the Friends of the Gloversville Public Library, informed the Trustees that their membership drive was going on now and would continue into December. Mrs. Mazur also informed the Trustees that their Gold fundraiser had very poor attendance. Mrs. Mazur also informed the Trustees that the Celebration fundraiser did very well this year and that the Friends had made up a basket for the 1<sup>st</sup> baby born during Friends week in October. Mrs. Mazur also reported that no volunteer from the Friends group had come forward yet to be on the Library Public Relations Committee.

Mr. Frank informed the Trustees that the Foundation's Annual meeting was held on November 10<sup>th</sup> at 4 PM. A Finance Committee meeting will probably be held in early December to review the investments and decide on an appropriation for the Library for the next budget year.

Mrs. Pesses asked if there was any old business to discuss. Ms. Madonna informed the Trustees that the Town of Mayfield had once again refused any funding for the Gloversville Public Library.

Mrs. Pesses asked if there was any new business to discuss. Mr. Ephraim asked that the Trustees revisit our Restrictions Policy at a future meeting.

The next regular meeting will be held on December 14, 2010 at 6:30 P.M.

Mr. Fisher made a motion, seconded by Mrs. Lair to adjourn the meeting at 8:22 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

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Karen S. Smith  
Secretary