



Barbara Madonna  
Library Director

2009-2010  
Board of Trustees

Elizabeth Batchelor

Jay Ephraim

Christine Pesses

David Fisher

Robin Lair

Karen S. Smith

Daniel R. Towne, Jr.

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

December 14, 2010

The Groversville Public Library Board of Trustees held a meeting on December 14, 2010 in the Reading Room at the Library, 58 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 and Barbara J. Madonna, Director of the Groversville Public Library, 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 November 16, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. Fisher made a motion, seconded by Ms. Batchelor, 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, 2010 with the Trustees. Mr. Frank commented that through the first five months of our Budget Year we were pretty well on track with our actual numbers to budget. Mr. Frank also noted that during November he had paid our yearly contribution to the New York State Retirement System of \$14,597 and that he had also paid Yost Conservation, LLC for the restoration of the paintings of the Duke of Wellington and Levi Parsons totaling \$11,950. Mr. Frank informed the Trustees that the painting restorations were paid for with funds received in the past from the cleaning out of the Library sale of obsolete items and items previously left to the Library that were deemed by the Trustees to not be items that would be needed or displayed by the Library. This paid out has gone through General Expense, which has caused us to be approximately \$12,000 over Budget. Ellen Wood also was able to get us anonymous donation monies to fund the balance needed of approximately \$4,600. These funds were paid over to the Library by the Foundation, which has caused the Donation line to be approximately \$4,600 over Budget. Ms. Smith made a motion, seconded by Mrs. Lair, 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 asking if anyone had any additional comments or suggestions regarding the tentative numbers discussed last month. Mr. Frank informed the Trustees that the Groversville Library Foundation Finance Committee had met and approved a recommendation to be made to the full Board in January to continue their level of support at \$140,000 for the Library's next budget year. Mr. Frank and Mr. Fisher said they expect the Foundation Board to approve this at their meeting in January. Ms. Madonna reviewed the snow plowing and lawn mowing information received to date and the Trustees were quite pleased that the Blanchard brothers are willing to clean and remove the snow from the parking lot for free for the Library. Cleaning of the sidewalks and front apron will cost \$100 per snowfall. Ms. Madonna also informed the Trustees that Frank Madonna is willing to do the mowing, etc for a nominal fee. The Trustees felt that we should maintain the current figure for maintenance and repairs in the proposed budget for next year as to the uncertainties with acquiring the property from the City. 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 City Attorney informed her that he hopes Mayor King will sign the deed and title by Christmas transferring the Library property and Parking Lot over to the Library. Ms. Madonna will then 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 she had received an estimate to paint and repair areas of the basement damaged by water of \$9,000 from Alan Fudger and sent it on to our attorney and Steve Smith, PE's insurance company's attorney. Ms. Madonna informed the Trustees that she has not had any response yet from either attorney regarding this estimate.

Ms. Madonna asked the Trustees if they felt that we should establish rules regarding the parking lot once we own it. Items such as all night parking, etc. After some discussion the Trustees felt that we should wait until we own it and see what sort of problems develop if any.

Mr. Ephraim discussed his thoughts as to the restrictions contained in our Circulation Policy and other policies as they relate to Out-of-District patrons. After considerable discussion the Trustees felt that the AD HOC Policy Committee should review these restrictions and prepare their recommendations for the January Trustee's meeting.

Ms. Madonna informed the Trustees that Carol Morse was home from the hospital and improving but was not ready to return to work yet. Ms. Madonna also informed the Trustees that she and Mr. Frank had determined that there was enough money in the Part Time Payroll Budget to increase Christine Prokopiak's hours from 10 to 15 per week to give her additional time to work on programming and promotional items with the PR Committee.

Mr. Towne informed the Trustees that the Lobby Renovation article was almost ready for the newspaper and that a picture would be taken soon to go with the article. Mr. Towne also noted that we are continuing to gather email addresses from our patrons however it is going very slowly and that the Committee would like the Library clerks to be more aggressive in asking patrons to sign up to get our promotional materials. Mr. Towne also informed the Trustees that our sponsorship of a Little League bowling team had been accepted and that Mrs. Lair would be getting shirts for the team. Mr. Towne also informed the Trustees that two Facebook Classes were being planned for February for patrons and that Christine Prokopiak has scheduled five different programs to be held from January through May next year. Mr. Towne also informed the Trustees that his Committee would be looking to the Senior Citizens Centers for ideas for senior programming, etc.

Ms. Madonna informed the Trustees that the Library would be ending the DVD lease plan with Baker & Taylor due to issues with the mechanics of the plan. The Library will be using the funds previously spent on the lease to purchase DVDs. Ms. Madonna also informed the Trustees that she and Christine Prokopiak were planning to hold three Family Programs during Christmas week at the Library. Ms. Madonna also informed the Trustees that she was planning to purchase two flat screen televisions with some of the funds left in the Bill and Melinda Gates Foundation Grant money. These would be available for various programming at the Library. Ms. Madonna also informed the Trustees that she was applying for a Jenny Jones Grant for \$25,000 to be used towards a teen game room at the Library. Ms. Madonna also informed the Trustees that we would be partnering with Park Terrace School in a Comics Connect Federal Grant through MVLS and the Upper Hudson Library System for boys in the third through fifth grades. Ms. Madonna also informed the Trustees that we would be participating in a program, The Big Read, sponsored by the National Endowment for the Arts that focuses on one adult book being read by the entire Community. The plan is to get the High School involved in this project.

Mrs. Pesses informed the Trustees that we had received two applications for the two Board of Trustee positions that need to be filled and that she and Ms. Madonna had decided to extend the deadline to January 8, 2011 with the Board's approval. The Trustees unanimously agreed with this suggestion.

Mrs. Pesses informed the Trustees that the Gold fundraiser held by the Friends of the Library raised approximately \$500. Mrs. Pesses also reported that Justine Davidson had agreed to be a volunteer from the Friends group to be on the Library Public Relations Committee.

Mr. Frank informed the Trustees that the Foundation had not held a meeting since the last meeting of the Library Trustees but that the Finance Committee had met and approved an appropriation of \$140,000 for the Library as noted above. The Foundation will meet again in early January 2011.

Mrs. Pesses asked if there was any old business to discuss. No old business was brought to the attention of the Trustees.

Mrs. Pesses asked if there was any new business to discuss. Mr. Ephraim informed the Trustees that the mural next to the Coop Building was done by Meredith Best and was dedicated to her father retired Judge Robert Best. During the dedication, he and Ms. Madonna spoke to Mr. Best about an essay contest for the community related to the mural. With the Board's approval, he will pursue this with Ms. Best.

The next regular meeting will be held on January 18, 2011 at 6:30 P.M.

Ms. Smith made a motion, seconded by Mr. Fisher to adjourn the meeting at 8:53 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

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Karen S. Smith  
Secretary