

Minutes of The Gloversville Public Library Board of Trustees

July 17, 2007

The Gloversville Public Library Board of Trustees held a meeting on July 17, 2007 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:45 P.M.

The following trustees were present: Michael Ponticello, Elizabeth Batchelor, Christine Pesses, David Heacock, David Fisher and Jay Ephraim. Michael J. Frank, Financial and Recording Secretary and Barbara J. Madonna, Director of the Gloversville Public Library also attended the meeting. Rodney Minor, reporter for the Leader-Herald newspaper was also in attendance. The following trustees were excused from the meeting: Patricia Klohck.

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 meeting of June 19, 2007. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Mr. Ephraim mentioned that the minutes showed the next meeting to be on July 19th instead of July 17th. This correction was noted. Mr. Heacock made a motion, seconded by Ms. Batchelor to approve the minutes as presented with the date change as noted. This motion was approved all voting aye.

Mr. Heacock informed the Trustees that the Budget and Finance Committee had met and had discussed the need to change our financial reporting to be on a full accrual basis to be in compliance with Generally Accepted Accounting Principals (GAAP). The Committee also discussed the internal worksheet used by Ms. Madonna and Mrs. Kuhner used to monitor our expenses to budget and various other staffing issues related to part time employees and the budget.

Mr. Ephraim asked Ms. Madonna to give the Trustees an update on the status of the various projects currently being worked on or being considered by the Buildings and Grounds Committee. Ms. Madonna distributed a recap of the status of the various items previously discussed at prior Trustees meetings. Ms. Madonna again reiterated that it was too late for the Library to apply for the State Grant repair funds this year since the application with all the specs, etc. has to be in by August 1, 2007.

At this point in the meeting, Ellen Wood, chairperson of the AD Hoc Ephemera Committee, joined the meeting. Mrs. Wood reviewed the Committee's preliminary report on items they felt we should keep and items they felt we should sell or just dispose of. The Committee felt that we should also consider a dedicated display space to exhibit many of the items that they are recommending we keep. Discussion followed about the possibilities of switching Mrs. Kuhner's Office and the Historical Room and displaying the items of historical significance to the Library in the expanded Historical Room. Ms. Batchelor made a motion to set up an Ad Hoc Committee to review the possibilities of finding display space at the Library with the possibilities of switching the Office and

Historical Room as a starting point. Mr. Fisher seconded this motion. This was approved with a vote of 4 in favor and 1 opposed. Ms. Batchelor and Mr. Ephraim volunteered to serve on this committee. Mrs. Wood suggested that they contact John Widdemer to see if he would serve on this committee since she felt that he really showed a lot of interest in this overall project. Ms. Batchelor made a motion, seconded by Mr. Fisher, to gather the items earmarked to sell or dispose of and participate in the citywide garage sale on August 25, 2007. This was approved all voting aye. Mr. Heacock and Mrs. Pesses volunteered to work on this project.

Ms. Batchelor gave a report on the PR Committee's proposed spending of the Promotion portion of the 2007-2008 budget. The Committee plans to continue to run the free Voices articles and every other month spend approximately \$200 on advertising the Library with promotional ads to include a portion or possibly all of one of these articles. The remaining funds will be spent during the year as deemed necessary.

Ms. Madonna distributed copies of a report prepared by Donna Kuhner regarding the weeklong training program that she attended at Schenectady County Community College. This training program was sponsored by MVLS and they reimbursed the tuition.

Discussion regarding the provision of free library services to patrons living outside the MVLS service area, specifically the Edinburgh Common School District, was tabled until the next meeting.

Mr. Heacock asked Mr. Frank to review the Treasurer's Report for the month of June 2007. Mr. Frank reviewed the report of income and expense for the year and explained the various ups and downs to budget and also explained the effect that complying with GAAP had on the figures for the year ending June 30, 2007. Mr. Fisher made a motion, seconded by Mr. Ponticello, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mrs. Pesses reminded the Trustees that we needed to review and update our long range planning beginning in October.

Ms. Madonna informed the Trustees that she has received confirmation of the grant obtained through Senator Farley's office for \$25,000 to be spent during the fiscal year ending June 30, 2008. Ms. Madonna will be preparing a priority list for the Trustees to review and approve this fall. Ms. Madonna also informed the Trustees that we are eligible to purchase 4 new computers this year under the Gates Foundation Grant with the Foundation picking up 75% of the cost. Next year we are eligible to purchase 3 new computers and have the Foundation pick up 50% of the cost.

Ms. Batchelor reviewed the status of the Friends fundraiser to be held this fall. To date the Friends have 4 baskets with values totaling \$650 each, 15 smaller baskets and 12 pieces of artwork by local artists donated to be auctioned at this event.

The next regular meeting will be held on September 18, 2007, which will be preceded by the Annual Meeting, which will start at 6:00 P.M.

Mr. Ponticello made a motion, seconded by Mr. Fisher to adjourn the meeting at 8:25 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Patricia Klohck
Secretary