



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

January 15, 2013

The Gloversville Public Library Board of Trustees held a meeting on January 15, 2013 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Christine Pesses, Jay Ephraim, Elizabeth Batchelor, Craig Clark, David Fisher and Robin Lair. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, and Virginia Mazur from the Friends of the Gloversville Public Library also attended the meeting. Three students from the Participation in Government class from the Johnstown High School also attended the meeting. Daniel Towne, Jr., Hannah McAllister and Karen Smith were excused from the meeting.

Mrs. Pesses, President of the Board of Trustees, 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 18, 2012. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meetings 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.

Mrs. Pesses asked Mr. Frank to review the Treasurer's Report for the month of December and the fiscal year-to-date through December 31, 2012 with the Trustees. Mr. Frank commented that our year-to-date income through December 31, 2012 is up approximately \$10,800 from last year due to having received the Medical Insurance Credit refund from the Internal Revenue Service for the prior two years. The increase in the Tax Levy over the prior year has offset the decrease in the Foundation income on a year-to-date basis. Expenses this year are up approximately \$5,200 over the prior year due primarily to the higher Pension Expense and Insurance Expense. 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, 2012. Hearing none, Ms. Batchelor made a motion, seconded by Mrs. Lair, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Fisher informed the Trustees that Ms. Madonna had received quotes to increase our Fire Insurance on the building from David Briggs at NBT Insurance Agency. After some discussion, Mr. Fisher made a motion, seconded by Mr. Clark, to increase our coverage to \$4 million. This was approved all voting aye. Mr. Frank informed the Trustees that we would need to increase our budgeted amount for insurance in the 2013-2014 Budget by \$500 to cover this increase in premium. As part of the budget discussion, Ms. Madonna informed the Trustees that an increase in the adult fines that was approved at the December meeting from \$ .10 to \$ .20 would add approximately \$6,000 to our income for the 2013-2014 Budget. This is an increase of \$3,000 over the amount budgeted by the Finance Committee. Ms. Madonna said that we still need to send in our tax levy cap worksheet to the State Comptroller's Office before we can approve our 2013-2014 Budget. This will be done as soon as the information is available to complete it.

Mrs. Mazur informed the Trustees that the Friends of the Gloversville Public Library had approved \$10,000 in support of the operating budget for the Library's 2013-2014 Budget. Mrs. Mazur also informed the Trustees that the Friends are in need of Children's Books for their "Box of Books" program. Mrs. Mazur also informed the Trustees that the Friends are considering a Facebook Page to help with promoting their programs and the organization.

Ms. Madonna informed the Trustees that Butler Rowland Mays Architects will be meeting with the Building Committee next Thursday to review the completed Design Development project. Ms. Madonna also informed the Trustees that we were not awarded any Grant money from the Governor's Economic Development Fund but that we are still on track to receive \$200,274 from the Division of Library Development's State Construction Grant money. Ms. Madonna informed the Trustees that she is working with MVLS on the details for this funding.

Mrs. Pesses informed the Trustees that the AD HOC Steering Committee for the Master Renovation Project is meeting again tomorrow. An RFP for a consultant has been prepared and is due back to the Committee by January 25th.

Barbara Madonna  
Library Director

2012-2013  
Board of Trustees

Elizabeth Batchelor

Craig Clark

Jay Ephraim

David Fisher

Robin Lair

Hannah McAllister

Christine Pesses

Karen S. Smith

Daniel R. Towne, Jr.

Ms. Madonna informed the Trustees that Civil Service is canvassing people that are currently on their list that have passed the Civil Service Test for the position of Library Clerk. Another test has been scheduled for April 2013.

Mr. Ephraim informed the Trustees that the "Gloversville Reads 2013" program is under way with 25 books nominated by the public. The Committee has narrowed this list to 5 and these will be voted on by the Community. After the voting is done the program for this year's read will be developed around the book that is chosen. Mr. Ephraim also informed the Trustees that 6 people from the community and school district have volunteered to help with this year's program. Mr. Ephraim also informed the Trustees that a Jazz trumpeter will be here to perform on January 22<sup>nd</sup>.

Mr. Ephraim discussed Mr. Towne's comments from last month's meeting regarding the combining of the Program and Public Relations Committees. His feeling is that the Committees need to remain separate committees but with better communication between them. The Program Committee should continue to develop programs for the Library with the assistance of the Programming Director and Ms. Madonna and the Public Relations Committee should work on using these programs to help them with promoting the Library.

Ms. Madonna informed the Trustees that Carol Cownie has agreed to be the new Book Discussion leader and will be starting on Wednesday. Ms. Madonna also said that she has not heard any backlash from our fine increase that started January 1<sup>st</sup> or the new limit placed on borrowing DVDs.

Mrs. Pesses informed the Trustees that she felt it was time to review our three year plan of service. Mrs. Pesses said she will meet with Ms. Madonna to start the process.

Mrs. Pesses informed the Trustees that she has a meeting scheduled with Jay Wood to bring him up to date on the Master Renovation Plan and the Capital Campaign and the possibility of doing a presentation on the Master Renovation Plan and Capital Campaign at the next Foundation meeting sometime in February.

Mrs. Pesses asked if there was any old business to be brought before the Trustees. Hearing none, Mrs. Pesses asked if there was any new business to be brought before the Trustees. Hearing none, Mrs. Pesses informed the Trustees that the next meeting of the Trustees would be held on February 19, 2013 at 6:30 PM provided a quorum will be present.

Mr. Fisher made a motion, seconded by Ms. Batchelor to adjourn the meeting at 7:55 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

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Karen S. Smith  
Secretary