



Minutes of the Gloversville Public Library Board of Trustees Meeting

February 19, 2013

The Gloversville Public Library Board of Trustees held a meeting on February 19, 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, Craig Clark, Hannah McAllister, Karen Smith, David Fisher and Robin Lair. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, and Jean LaPorta, President of the Friends of the Gloversville Public Library also attended the meeting. Daniel Towne, Jr. and Elizabeth Batchelor 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 January 15, 2013. 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. Smith, 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 January 2013 and the fiscal year-to-date through January 31, 2013 with the Trustees. Mr. Frank commented that our year-to-date income through January 31, 2013 is up approximately \$7,300 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 \$9,700 over the prior year due primarily to the higher Pension Expense, Medical Insurance Expense and Computer and Automation Expense. Mr. Frank asked if there were any questions or comments on the financials for the month of January 2013 or the year to date through January 31, 2013. Hearing none, Ms. Smith made a motion, seconded by Mrs. McAllister, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Frank informed the Trustees that we had completed our Property Tax Cap form and submitted it to the State Comptroller's Office. The calculation results in an allowable increase in our tax levy of \$5,473. Mr. Fisher made a motion, seconded by Ms. Smith, to ask the voters to approve this increase for the 2013-2014 budget. This was approved all voting aye. Mr. Frank informed the Trustees that if we stayed with this amount as an increase in our tax levy our proposed budget for the 2013-2014 year would have a shortfall of \$33,221. Mrs. McAllister made a motion, seconded by Ms. Smith, to approve the budget and to take the money needed to balance the budget from our accumulated income cash reserve. This was approved all voting aye.

Mrs. LaPorta reviewed upcoming fundraisers that are being planned by the Friends of the Gloversville Public Library. A spaghetti dinner is planned for April at The Italian Bistro, a children's program is planned for the first week of June entitled the Prince and Princess Party and the 2013 Celebration is planned for September 22nd at the Library with this year's theme being "People of the Adirondacks". Union Hall will be the primary caterer for the event. Another fundraiser "Friends at Friendly's" is also being planned for October. Mrs. LaPorta also reminded the Trustees that the Friends' newsletter will be going out in April and articles for this are due in soon.

Ms. Madonna reviewed the current balance in the Building Fund and the commitments currently outstanding for these funds. After considerable discussion Ms. Smith made a motion to approve doing the full asbestos testing from the Building Fund and to do new carpeting for the stacks and handicap entrance after the asbestos testing is completed from the Maintenance and Repairs line item in the budget and to award this project to Ruby & Quiri, Inc. This motion was seconded by Mrs. McAllister and approved all voting aye.

Mrs. Pesses informed the Trustees that the Design Development phase of the Master Renovation Project is nearing completion but is not quite finished.

Mrs. Pesses informed the Trustees that the AD HOC Steering Committee interviewed one candidate for

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.

the consultant position for the Capital Campaign today and expected to interview one to three more by February 28, 2013.

Mrs. Pesses also informed the Trustees that the AD HOC Policy Committee had not met since the last meeting of the Trustees.

Ms. Madonna informed the Trustees that the current Civil Service list has three people on it. Another test has been scheduled for April 2013.

Mr. Ephraim reported that the Program Committee and Public Relations Committee had met and decided to continue as separate committees and to work on better communications between them to promote the Libraries programs and the Library in general. Mr. Ephraim informed the Trustees that the "Gloversville Reads 2013" program had 600+ votes for a book and that the winner will be announced to the public on March 15th and then the Committee will begin working on programming ideas to accompany the read. High School and Middle School teachers are on the Committee and they will be looking to other organizations to join them. Mr. Ephraim also informed the Trustees that a book discussion and a technology class will be held on February 20th, Clifford's Birthday party on the 22nd and Comics Connect will be having one program in early March and two programs in April.

Ms. Madonna informed the Trustees that it was time to approve the renewal of the Joint Automation Agreement with the Mohawk Valley Library System and the Southern Adirondack Library System. Mrs. Lair made a motion, seconded by Mrs. McAllister, to approve the signing of the Agreement. This was approved all voting aye.

Mrs. Pesses informed the Trustees that the Gloversville Library Foundation had agreed to provide \$50,000 to help with the first year's expenses related to the startup expenses for the Capital Campaign.

Mr. Frank informed the Trustees that the Foundation had met on February 13th and would be meeting again in late April.

Ms. Madonna passed around a thank you note from Nancy Woodruff for her retirement gift.

Ms. Smith informed the Trustees that she would not be seeking reelection this year to the Library Board of Trustees but was hoping to be asked to be a member of the Foundation's Board of Directors.

The next meeting of the Board of Trustees will be held on March 19, 2013 at 6:30 PM.

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

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary