



Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

April 16, 2013

The Gloversville Public Library Board of Trustees held a meeting on April 16, 2013 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:50 P.M. immediately following the Budget Hearing meeting.

The following trustees were present: Christine Pesses, Karen Smith, Hannah McAllister, Daniel Towne, Jr., Elizabeth Batchelor, 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. Jay Ephraim and Craig Clark 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 March 26, 2013. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meetings as presented. Hearing none, Mrs. McAllister made a motion, seconded by Mr. Fisher, 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 March 2013 and the fiscal year-to-date through March 31, 2013 with the Trustees. Mr. Frank commented that our year-to-date income through March 31, 2013 is up approximately \$7,700 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 partially offset the decrease in the Foundation income on a year-to-date basis. Expenses this year are up approximately \$18,600 over the prior year due primarily to the higher Pension Expense, Medical Insurance Expense, Building and Contents Insurance, Maintenance and Repairs and Computer and Automation Expense. Part of this increase has been offset by lower Books and Periodicals Expense. Mr. Frank asked if there were any questions or comments on the financials for the month of March 2013 or the year to date through March 31, 2013. 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.

Mrs. LaPorta reviewed upcoming fundraisers and events that are being planned by the Friends of the Gloversville Public Library. Mrs. LaPorta reported that over 250 tickets have been sold for the spaghetti dinner which is being held on April 17th at The Italian Bistro. A children's program is planned for Friday morning June 28th entitled the Prince and Princess Party. Mrs. LaPorta also informed the Trustees that plans for the Celebration to be held on September 22nd at the Library are proceeding with this year's theme being "People of the Adirondacks". The Friends will be doing a Mega Basket for the raffle this year entitled "Growing up in the Adirondacks". The Library Trustees will be doing a basket entitled the "Rachael Ray" basket. Mrs. Lair will collect money and shop for this and put it together on behalf of the Trustees. Mrs. LaPorta also informed the Trustees that the Friend's newsletter has been completed and will be available soon.

Ms. Madonna informed the Trustees that we had not received the Hazmat Report yet. Ms. Madonna also informed the Trustees that the bid process for the window replacement was not ready yet but that Paul Mayes was working on completing it. Ms. Madonna also informed the Trustees that George Emden was working on cleaning up the yard around the building. Mrs. LaPorta informed the Trustees that the Friends have allocated \$300 for whatever is needed to help beautify the yard around the Library building.

Mrs. Pesses informed the Trustees that the AD HOC Steering Committee had received the proposed contract from FDA Consulting for their services and that she had passed it on to Jeremiah Wood, President of the Gloversville Library Foundation, for his review and approval. Mr. Wood has informed Mrs. Pesses that he will review it with the full Foundation Board at their meeting on April 24th before signing and returning it.

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

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.

Mrs. Lair reminded the Trustees that the evaluation forms for Ms. Madonna were due and if not already submitted to get them to her as soon as possible.

Mrs. Lair reported that the "Gloversville Reads 2013" program was well under way with four programs scheduled this week. Mrs. Lair also reported that approximately 130 reservations have been received for the Tom Ryan and Atticus program at Sky Heart Place on April 20th at 4:30 PM. An additional 30 children from the Gloversville School District may also attend.

Mr. Towne informed the Trustees that the PR Committee was continuing to support the Gloversville Reads 2013 program as well as other day to day programming efforts being held at the Library. Mr. Towne also informed the Trustees that the PR Committee will be reviewing our website after the Gloversville Reads program.

Ms. Madonna reminded the Trustees that the MVLS Annual Dinner would be held this year on May 15th and that if anyone wanted to attend reservations were due back by May 3rd. Ms. Madonna also informed the Trustees that she had submitted our Technology Classes for a possible award this year at the dinner. Ms. Madonna also informed the Trustees that we had accumulated quite a bit of garage sale type items again and that we might want to schedule a sale sometime this summer. The Trustees agreed that we should do this clean out before any real construction begins.

Mrs. Pesses informed the Trustees that she needed to get back to the clean out of records in the basement. Mr. Frank will get together with her to look at financial and payroll records.

Mr. Frank informed the Trustees that the Foundation has scheduled their next meeting for April 24th at 3:30 PM at the Library.

Mrs. Pesses asked if there was any old business to come before the meeting. Ms. Madonna informed the Trustees that no packet was returned for an applicant to be on the ballot for the election on May 7th. If no one is written in on the write in line that agrees to accept a position on the Board of Trustees the Board will need to appoint someone for a one year term to serve until the next election.

Mrs. Pesses asked if there was any new business to come before the meeting. Hearing none, the next meeting of the Board of Trustees will be held on May 21, 2013 at 6:30 PM.

Mr. Fisher made a motion, seconded by Ms. Smith to adjourn the meeting at 8:15 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary