



Minutes of the Gloversville Public Library Board of Trustees Meeting

March 18, 2014

The Gloversville Public Library Board of Trustees held a meeting on March 18, 2014 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Jay Ephraim, Vincent De Santis, Christine Pesses, Elizabeth Batchelor, Craig Clark and Eleanor Brooks. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public, Jean LaPorta, President of the Friends of the Gloversville Public Library and one student from the Participation in Government class from the Johnstown High School also attended the meeting. David Fisher, Hannah McAllister and Robin Lair were excused from the meeting.

Ms. Batchelor, Vice-President of the Board of Trustees, opened the meeting by leading the Trustees in the Pledge of Allegiance.

Ms. Batchelor asked if there was anything anyone from the Public wished to present at this time. Hearing nothing, the regular meeting was convened.

Ms. Batchelor asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on February 18, 2014. Ms. Batchelor asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. De Santis made a motion, seconded by Mrs. Pesses, to approve the minutes as presented. This motion was approved all voting aye.

Ms. Batchelor asked Mr. Frank to review the Treasurer's Report for the month of February 2014 and the fiscal year-to-date through February 28, 2014 with the Trustees. Mr. Frank informed the Trustees that our year-to-date income through February 28, 2014 is up approximately \$2,800 from last year due primarily to the increase in the Tax Levy. The increase of approximately \$5,400 in donations was offset by a lower comparable amount of Interest and Dividend Income from the Library Foundation. Lower Medical Insurance Credit Refunds from the United States Treasury also offset some of the Tax Levy increase since last year's figure included the two prior years. Expenses this year are up approximately \$16,000 over the prior year due primarily to payroll and payroll related benefits and expenses. Mr. Frank asked if there were any questions or comments on the financials for the month of February 2014 or the year to date through February 28, 2014. Hearing none, Mrs. Pesses made a motion, seconded by Mrs. Brooks, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Clark informed the Trustees that he and Ms. Madonna, Mrs. Kuhner and Mr. Frank had attended a workshop put on by Mohawk Valley Library System on March 6, 2014 regarding library financial policies and the New York State audit procedures that generally happen during a State audit. Ms. Madonna reviewed the process that the State auditor used to complete the recent audit of our Library. Ms. Madonna informed the group that we were still waiting for the initial report on our audit.

Mrs. LaPorta informed the Trustees that the Friends of the Gloversville Public Library will be holding a spaghetti dinner fundraiser at the Italian Bistro on April 23, 2014. Mrs. LaPorta also informed the Trustees that another Prince and Princess party is being planned for May 31, 2014 at the Library. Mrs. LaPorta informed the Trustees that the Friends will be holding a book sale on June 10th and 11th and that this year's Celebration will be held at the Library on October 19th with Union Hall doing the catering for the event. The Friends are planning to have local authors attend this year's event. This year's theme for the Celebration is "Celebrating Friends". Mrs. LaPorta also informed the Trustees that the Friends had donated \$50.00 towards the Gloversville Reads program for 2014.

Ms. Madonna informed the Trustees that the bonding company for Eastern Building & Restoration, Inc. is working on finding another contractor to complete the window project. The bonding company will make up any shortfall between the original contract price and the actual cost with the new company. Ms. Madonna also discussed the need for a Technology Consultant in connection with the Master Renovation Plan. Carson Block Consulting has been interviewed for the project. The cost for their services would be \$12,000 plus any out of pocket expenses. Mrs. Pesses made a motion, seconded by Mr. De Santis, to approve going forward with this proposal. This was approved all voting aye. Ms. Madonna also informed the Trustees that the Building Committee should be getting more involved again as the Master Renovation Plan goes forward.

Barbara Madonna
Library Director

2013-2014
Board of Trustees

Elizabeth Batchelor

Craig Clark

Vincent DeSantis

Jay Ephraim

David Fisher

Robin Lair

Hannah McAllister

Christine Pesses

Mrs. Pesses reviewed the progress of the Steering Committee since the last meeting. Various marketing events are being planned for invited guests. The Committee is continuing to work on prospect lists and Mathew Blumenfeld and Mrs. Pesses will be submitting a proposal to the Littauer Foundation Board of Trustees in the hopes of securing a sizeable donation for our project.

Ms. Batchelor informed the Trustees that the AD HOC Policy Committee had not met since the last Trustees meeting.

Ms. Madonna informed the Trustees that it was time to do her Director's review and that Mrs. Lair would be working on completing this soon. Ms. Madonna also informed the Trustees that Catherine Nyland had retired from the Children's Room and moved to Vermont with her daughter.

Mr. Ephraim informed the Trustees that the book for the 2014 Gloversville Reads Program this year is Mohawk by Gloversville native Richard Russo. Mr. Ephraim informed the Trustees that so far he has eight local restaurants that will prepare a special dish called the "Mohawk Special" as part of the year's program. Mr. Ephraim asked the Trustees if they were all getting the event emails from Bonnie Howard. He will have her check to see why some are getting them and some are not.

Mr. Clark informed the Trustees that there was no report from the PR Committee since they had not met since the last Trustees meeting.

Ms. Madonna said that she had nothing else for her report.

Ms. Batchelor said that there was nothing else for the President's report.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had a meeting on February 26th and that at that meeting Jill Thaisz was approved to join the Board of Trustees. A Finance Committee will be held sometime in April or early May.

Ms. Batchelor asked if there was any old business to come before the meeting. Hearing none, Ms. Batchelor asked if there was any new business to come before the meeting. Mr. De Santis reminded the Trustees of the meeting at the Boulevard School at 6:30 PM on Thursday, March 20th to continue getting input from the public as part of the City's efforts to update its Comprehensive Plan.

Mrs. Pesses made a motion, seconded by Mr. Clark, to adjourn the meeting at 8:02 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on April 15, 2014 at 6:30 PM.

Michael J. Frank
Recording Secretary

Christine Pesses
Secretary