



Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

April 15, 2014

The Gloversville Public Library Board of Trustees held a meeting on April 15, 2014 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:55 P.M. immediately following the Budget Hearing meeting.

The following trustees were present: David Fisher, Vincent De Santis, Christine Pesses, Elizabeth Batchelor, Robin Lair, Craig Clark and Eleanor Brooks. 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 Hannah McAllister were excused from the meeting.

Mr. Fisher, President of the Board of Trustees, opened the meeting by leading the Trustees in the Pledge of Allegiance.

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

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

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of March 2014 and the fiscal year-to-date through March 31, 2014 with the Trustees. Mr. Frank informed the Trustees that our year-to-date income through March 31, 2014 is up approximately \$7,000 from last year due primarily to the increase in the Tax Levy and the donations received as a pass through from the Foundation. Lower Medical Insurance Credit Refunds from the United States Treasury offset some of the Tax Levy increase and the increase in donations since last year's figure included the two prior years of tax credits. Expenses this year are up approximately \$15,500 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 March 2014 or the year to date through March 31, 2014. Hearing none, Ms. Batchelor made a motion, seconded by Mr. De Santis, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Clark informed the Trustees that the Budget and Finance Committee had met today prior to the Trustee's meeting to discuss some of the items that were brought up at the financial policies and procedures meeting attended at Mohawk Valley Library System's office. Mr. Clark informed the Trustees that we would need to develop an Investment Policy and also that some changes would need to be made in our Gifts Policy.

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 the "Box of Books" program is continuing with deliveries to the YMCA and various doctor's offices, etc. The Friends are also looking for volunteers to deliver books to shut ins. Mrs. LaPorta reminded the Trustees 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 this year marks the 40th anniversary of the Friends Organization.

Ms. Madonna informed the Trustees that a contract with a new contractor has been signed to complete the window replacement project. Ms. Madonna informed the Trustees that the new contractor and our architect will do a walk through on April 30th to review the project. Ms. Madonna informed the Trustees that a meeting would be held this Thursday with the architect to review their progress with the Construction Documents. Ms. Madonna also informed the Trustees that the Geotechnical testing had been completed. Ms. Madonna also informed the Trustees that Carson Block would be here on April 30th and May 1st to begin his work on our technology issues related to the Master Renovation Project. Ms. Madonna also informed the Trustees that she had been looking at possible places to relocate the Library to during the renovation and new construction work at the Library.

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. Mrs. Pesses informed the Trustees that she had met with our consultant on Historical Grants and that he felt that we had some good documentation as to the original windows and other aspects of the original building. Mrs. Pesses also informed the Trustees that another get together at Sky Heart Place will take place tomorrow with sixteen new people attending. Smaller house parties are also being planned for a more one on one approach to requesting support for the Project. A newsletter is also in the works to be available soon.

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

Mrs. Lair informed the Trustees that Ms. Madonna's review would be done for the May meeting. Ms. Madonna informed the Trustees that since Catherine Nyland retired Nancy Woodruff had informed her that she no longer wanted to work Mondays. Ms. Madonna will be checking with Civil Service to see if they have a list of possible candidates to be interviewed for a part time position.

Ms. Madonna informed the Trustees that there was a fantastic turn out for the kickoff of the "Gloversville Reads" program. Ms. Madonna also informed the Trustees that there was a great turnout for the F J & G Railroad Program. Ms. Madonna reminded the Trustees that there is a technology program and a book discussion tomorrow.

Ms. Madonna informed the Trustees that the PR Committee had developed a new Rack Card and passed around a sample for the Trustees to review. Everyone felt that this was very professionally done.

Ms. Madonna reminded the Trustees that our Election Day this year is May 6th with new hours of 11 AM to 8 PM. Two candidates are on the ballot with one write in position as well as the proposed increase in the Tax Levy.

Mr. Fisher informed the Trustees that Hannah McAllister had resigned and that the Board would need to appoint a new Trustee to fill the vacancy until the 2015 election.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last Trustee's meeting. A Finance Committee meeting is planned for April 24th at 3:30 PM at Mr. Wood's office.

Mr. Fisher asked if there was any old business to come before the meeting. Hearing none, Mr. Fisher asked if there was any new business to come before the meeting. Ms. Madonna informed the Trustees that Karen Smith had informed her that the BID organization would like to expand their boundaries to the East to include the Library if the Board was interested. Mr. De Santis said that he felt that this would be a good organization for the Library to belong to. Ms. Batchelor made a motion, seconded by Mrs. Pesses, to accept the BIDs offer of membership. This was approved all voting aye.

Ms. Batchelor made a motion, seconded by Mr. De Santis, to adjourn the meeting at 8:10 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on May 20, 2014 at 6:30 PM.

Michael J. Frank
Recording Secretary

Christine Pesses
Secretary