



Draft Minutes of the Groversville Public Library Board of Trustees Meeting

November 18, 2014

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

The following trustees were present: Vincent De Santis, Robin Lair, Craig Clark, Elizabeth Batchelor, Christine Pesses, David Fisher, Merry Dunn Brown and James McGuire. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Groversville Public Library, Nancy Krawczeski, Vice-President of the Friends of the Groversville Public Library, and John Blackmon also attended the meeting. Jay Ephraim was 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 October 21, 2014. Mr. Fisher asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mrs. Pesses made a motion, seconded by Mr. McGuire, 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 October 2014 and the fiscal year-to-date period ending October 31, 2014 with the Trustees. Mr. Frank informed the Trustees that our fiscal year-to-date income through October 31, 2014 is up approximately \$5,300 from the same period of last year due primarily to the increase in the interest and dividends from the Groversville Library Foundation. Expenses this year are down approximately \$4,200 from the prior year due primarily to lower book expense and lower library supplies. In October of 2013 the Library purchased a new copier for the office at a cost of approximately \$3,000. Insurance Expense was also below last year by approximately \$3,700 due to the timing of paying our Commercial package on the building and contents. Mr. Frank asked if there were any questions or comments on the financials for the month of October 2014 or the year-to-date period ended October 31, 2014. Hearing none, Ms. Batchelor made a motion, seconded by Mrs. Pesses, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Frank distributed the Warrants numbered 108 through 137 for November 2014 to be audited by the Trustees and approved for payment. After being audited for payment by the full Board of Trustees and signed off on they were given to Mr. Frank for payment to the various claimants.

Mr. Clark informed the Trustees that a meeting of the Finance Committee would be scheduled soon to begin working on the budget for the fiscal year ending June 30, 2016.

Ms. Krawczeski informed the Trustees that the Friends were delighted with the excellent turnout for the Celebration Fundraiser on Sunday October 19th at the Library which raised approximately \$21,000. Ms. Krawczeski also informed the Trustees that the fall book and bake sale was very successful again this year raising approximately \$1,500. Ms. Krawczeski also informed the Trustees that the Friends held a fundraiser on November 11th at the Groversville Pizza Hut however no figures were yet available on the proceeds from the event. Ms. Krawczeski also informed the Trustees that the Friends will be decorating the lobby of the Library on November 24th and that their newsletter will be out in December.

Ms. Madonna informed the Trustees that the new windows have been installed and that the final touch ups will be completed soon and that once completed we will be able to apply for the balance of the Grant from the State for the window project which amounts to approximately \$20,000. Ms. Madonna informed the Trustees that the security cameras are up and running and that they are connected directly to the police department. Ms. Madonna indicated that she can monitor just the activity of the Library's two cameras remotely via her laptop, cellphone or ipad through an app. Ms. Madonna also informed the Trustees that she has had several phone conversations with our Technology Consultant Carson Block and that things are proceeding with plans for the layout of drops, etc in the renovated building. Ms. Madonna also informed the Trustees that our Construction Manager has put together a preliminary cost estimate of approximately \$7,000,000 for the project but a few details are still being reviewed including moving and temporary space costs during construction before a final number will be available.

Barbara Madonna
Library Director

2014-2015
Board of Trustees

Elizabeth Batchelor

Craig Clark

Vince DeSantis

Jay Ephraim

David Fisher

Robin Lair

James McGuire

Christine Pesses

Mrs. Pesses reviewed the progress of the Steering Committee since the last meeting. Mrs. Pesses informed the Trustees that our total receipts and pledges now stand at \$2,297,675.82 and continuing to grow. Mrs. Pesses also informed the Trustees that she and Ms. Madonna and Matthew Blumenfeld had talked with staff of Kirsten Gillibrand's northern New York field office and her Washington, DC office regarding federal grants and other support she might be able to provide to the campaign. A meeting with Senator Farley in Albany is scheduled for tomorrow and additional meetings are being planned with public officials in an attempt to gain their support for our grant applications.

Ms. Batchelor informed the Trustees that the first reading of our Bylaw changes and the Claims Auditor Policy had been scheduled for tonight and opened the floor to anyone who wanted to propose corrections or changes to same. Hearing none, the next reading at the December meeting will be followed by a vote to change the Bylaws and approve the Claims Auditor Policy.

Ms. Madonna reported that Sherry Gennett is out to at least the end of November with health issues.

Mrs. Lair informed the Trustees that the Gloversville Reads Program for 2015 book nominating forms will continue to be accepted until November 25, 2014. Mrs. Lair also informed the Trustees that the Public Relations Committee had met today and will be working on supporting the various programs being presented at the Library.

Ms. Madonna informed the Trustees that she had nothing else to report at this time. Ms. Madonna informed the Trustees that she had attended NYLA in Saratoga recently.

Mr. Fisher informed the Trustees that he had nothing further to report at this meeting.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had met on Thursday, October 30th and had approved a transfer from the Capital Campaign account to the Library Building Fund in the amount of \$200,000.

Mr. Fisher asked if there was any old business to come before the meeting. Nothing was brought up at this time.

Mr. Fisher asked if there was any new business to come before the meeting. Nothing was brought up at this time.

Mr. Clark made a motion, seconded by Mr. McGuire, to adjourn the meeting at 7:25 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on December 16, 2014 at 6:30 PM.

Michael J. Frank
Recording Secretary

Christine Pesses
Secretary