



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

Draft Minutes of the Groversville Public Library Board of Trustees Meeting

February 17, 2015

The Groversville Public Library Board of Trustees held a meeting on February 17, 2015 in the Reading Room at the Library, 58 E. Fulton Street, Groversville, New York at 6:30 P.M

The following trustees were present: Robin Lair, Craig Clark, Elizabeth Batchelor, Christine Pesses, David Fisher and Merry Dunn Brown. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Groversville Public Library and John Blackmon, Claims Auditor for the Groversville Public Library, also attended the meeting. Jay Ephraim, Vincent De Santis and James McGuire 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 January 20, 2015. Mr. Fisher asked if there were any corrections or additions to the minutes of the meeting as presented. Ms. Dunn Brown said that she and Mr. McGuire had attended the Trustee training meeting not Mr. De Santis. This correction was duly noted to be corrected. Mr. Clark made a motion, seconded by Ms. Batchelor, to approve the minutes as presented with the correction noted. This motion was approved all voting aye.

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of January 2015 and the fiscal year-to-date period ending January 31, 2015 with the Trustees. Mr. Frank informed the Trustees that our fiscal year-to-date income through January 31, 2015 is up approximately \$14,100 from the same period of last year due primarily to the higher Tax Levy this year and higher Interest and Dividends received from the Foundation this year. Expenses this year are up approximately \$16,000 from the prior year due primarily to higher pension expense, higher medical insurance and reimbursements, higher computer and automation services and higher professional fees. These expenses have been partially offset by lower library supplies due to a new copier purchased last year and lower maintenance and repairs. Mr. Frank asked if there were any questions or comments on the financials for the month of January 2015 or the year-to-date period ended January 31, 2015. Hearing none, Ms. Dunn Brown 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 list for February 2015 numbered 191 through 212 which was audited by John Blackmon our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Groversville Public Library and recommended payment of same. Mrs. Pesses made a motion, seconded by Ms. Batchelor, to have Mr. Frank our Treasurer prepare checks for payment of these claims. This was approved all voting aye.

Mr. Clark informed the Trustees that a meeting of the Finance Committee was held prior to the Trustee's meeting to review the most recent version of the 2015-2016 Budget. The Finance Committee recommends an expenditure budget of \$517,276 for the 2015-2016 Budget year which includes a raise of \$.50 per hour for the employees and a salary increase for Ms. Madonna of \$2,000 effective July 1, 2015. The budget also includes a Tax Levy of \$276,321 which is subject to voter approval in May 2015. This Levy would keep us in compliance with the property tax cap for this coming year. Mrs. Pesses made a motion, seconded by Mrs. Lair, to approve the budget for the 2015-2016 fiscal year including a tax levy of \$276,321 to be put before the voters of the Groversville Enlarged School District on May 5, 2015 for their approval. This was approved all voting aye.

Mr. Fisher informed the Trustees that there was no report from the Friends. Ms. Madonna informed the Trustees that the Friends are not planning a Prince and Princess program this year but are planning a fundraising walk for some time in September.

Ms. Madonna informed the Trustees that a seal was leaking on the boiler and that our custodian was adding water regularly to keep everyone warm. Mormile is concerned about trying to replace it as it may cause other problems with the heating system. Mr. Fisher informed the Trustees that he will check to see if we can get rid of some of the accumulated snow from the end of our parking lot which is taking up several parking spaces.

Mrs. Pesses and Ms. Batchelor reviewed the progress of the Steering Committee since the last meeting. Congresswoman Elise Stefanik visited the Library and was given a tour and shown the plans for the renovation project. She was impressed by the plans and progress being made by the Campaign and pledged her support for the project. Mrs. Pesses also informed the Trustees that we have a letter of intent from U S Bank to purchase the New Markets Tax Credits when they become available. Ms. Batchelor informed the Trustees that a Campaign Newsletter was nearly done and would be mailed out and available at the Library during the first week of March. Ms. Batchelor also informed the Trustees that we should be checking with our donors to see if their employer might have a matching grant program that would give us additional funds that would match their donation.

Mr. Fisher informed the Trustees that we have received a copy of the MVLS Conflicts of Interest Policy and that the AD HOC Policy Committee is working on a policy for the Library using this as a guide for our Policy. A first reading should be ready for the March Trustees meeting.

Ms. Madonna informed the Trustees that she had received a list of four people from Civil Service to review for a part time position at the Library and that she was interviewing one of the people on Thursday that showed good potential.

Mrs. Pesses made a motion to go into Executive Session at 7:35 PM to discuss a personnel issue. This motion was seconded by Ms. Batchelor and approved all voting aye. Mrs. Pesses made a motion to come out of Executive Session at 7:39 PM. This motion was seconded by Mrs. Lair and approved all voting aye.

Ms. Madonna informed the Trustees that many programs are currently going on at the Library. One program is a weekly children's craft program on Wednesday afternoon at 3:30 PM. The Gloversville Reads Program for 2015 is moving forward and the programming this year for the READ will be scheduled from May 1, 2015 to June 30, 2015.

Ms. Madonna informed the Trustees that New York State is sponsoring an income tax preparation assistance program at the Library. Appointments need to be scheduled for this service. Ms. Madonna also informed the Trustees that packets for the election of trustees will be available next week and that we have three positions open on the board. Two five year positions and one two year position are available this year.

Mr. Fisher informed the Trustees that he had nothing else for the President's Report.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since our last Board of Trustees meeting.

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

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Mrs. Pesses made a motion, seconded by Ms. Batchelor, to adjourn the meeting at 8:00 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on March 17, 2015 at 6:30 PM.

Michael J. Frank
Recording Secretary

Christine Pesses
Secretary