



Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

May 19, 2015

The Gloversville Public Library Board of Trustees held a meeting on May 19, 2015 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M

The following trustees were present: David Fisher, Elizabeth Batchelor, Robin Lair, Vincent De Santis, Jay Ephraim, Christine Pesses and Merry Dunn Brown. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Jean LaPorta, President of the Friends of the Gloversville Public Library, Wanda Prew, Trustee Elect of the Gloversville Public Library and John Blackmon, Claims Auditor for the Gloversville Public Library, also attended the meeting. Craig Clark and James McGuire were excused from the meeting.

Barbara Madonna
Library Director

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.

2014-2015
Board of Trustees

Mr. Fisher asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on April 21 2015. 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 Ms. Dunn Brown, to approve the minutes as presented. This motion was approved all voting aye.

Elizabeth Batchelor

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of April 2015 and the fiscal year-to-date period ending April 30, 2015 with the Trustees. Mr. Frank informed the Trustees that our fiscal year-to-date income through April 30, 2015 is up approximately \$15,700 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. This was partially offset by lower donations received from the Foundation this year. Expenses this year are up approximately \$8,400 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 book purchases, 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 April 2015 or the year-to-date period ended April 30, 2015. Hearing none, Mrs. Lair made a motion, seconded by Ms. Batchelor, to accept the Treasurer's Report as presented. This was approved all voting aye.

Craig Clark

Vince DeSantis

Jay Ephraim

David Fisher

Robin Lair

James McGuire

Christine Pesses

Mr. Frank distributed the Warrants list for May 2015 numbered 263 through 291 which was audited by John Blackmon our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Gloversville Public Library and recommended payment of same. Mrs. Pesses made a motion, seconded by Mr. De Santis, to have Mr. Frank our Treasurer prepare checks for payment of these claims. This was approved all voting aye.

Mrs. La Porta informed the Trustees that the Friends Spring Book and Bake sale would be held this year on June 9th and 10th. Mrs. La Porta also informed the Trustees that the Friends are holding a chicken barbeque fundraiser on September 25th to be held in the Running's Plaza parking lot from 4 to 7 PM. Mrs. La Porta also informed the Trustees that the trip to the New York City Library will probably be scheduled for later this fall.

Ms. Madonna informed the Trustees that the parking lot at 66 E. Fulton Street work needs to be done soon to comply with the Grant Funds received however the costs associated with plans drawn up by the site engineers, Lansing Engineering, are estimated to run in excess of \$100,000. After some discussion it was decided that Ms. Madonna would go back to Paul Mays and let him know that the estimated costs for his plan is far in excess of what we can afford. Ms. Madonna also informed the Trustees that Fulton County Electrical had completed their work on the fire alarm system and that she was waiting for another visit from the Fire Department to inspect and test the system.

Mrs. Pesses informed the Trustees that the Capital Campaign has raised \$2.4 million to date through gifts and pledges of 472 donors. Mrs. Pesses also informed the Trustees that the President and the Grant Administrator from the Littauer Foundation will be coming here on Thursday for a four hour visit of Gloversville including a stop at the Library in preparation to make a recommendation to the Grant Committee in response to our request for funding. Mrs. Pesses also informed the Trustees that proposed

legislation has been delivered to Senator Farley's office and Assemblyman Butler's office regarding changes that need to be made for the Library to apply for various grants, etc. Mrs. Pesses also informed the Trustees that Richard Russo was here at the beginning of the month to meet with the Administrators and Teachers from the Gloversville Enlarged School District regarding funding for our Capital Campaign.

Mr. Fisher informed the Trustees that the AD HOC Policy Committee had not met since the last Trustees meeting.

Ms. Madonna informed the Trustees that she had not heard back from Civil Service yet about our proposal to eliminate the position of Senior Library Clerk from our staff and replace it with a Librarian position. Mrs. Lair informed the Trustees that she would be sending out the evaluation forms for Ms. Madonna's review shortly.

Mr. Ephraim informed the Trustees that the "READS" program is in full swing with several programs already completed and that everything was going well. Mr. Ephraim also informed the Trustees that Bonnie Howard is working on Summer Programming and that an Odyssey of the Mind Program, with the Library as the sponsor, is being planned.

Ms. Madonna informed the Trustees that the Library would be going on our Summer Hours effective June 1, 2015 through Labor Day. The Library will be open from 3 PM to 8 PM on Monday and from 9 AM to 7 PM Tuesday through Friday and closed on Saturday and Sunday.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last meeting of the Trustees but that the Finance Committee will be meeting tomorrow at Jay Wood's office at 3 PM.

Mr. Fisher asked if there was any old business to come before the meeting. Ms. Madonna informed the Trustees that we needed to certify the results of the election on May 5, 2015. Ms. Madonna informed the Trustees that Merry Dunn Brown and Pat Donovan had received the most votes and were elected to 5 year terms and Wanda Prew received the third most votes and was elected to fill the remaining 2 year term. The budget appropriation passed with 132 yes votes and 42 no votes. The appropriation was for the amount of \$276,321. Mrs. Pesses made a motion, seconded by Mr. De Santis to certify the results of the election. This was approved all voting aye.

Mr. Fisher asked if there was any new business to come before the meeting. Ms. Madonna discussed the Tax Cap and the provisions of the Tax Freeze rebate. After some discussion it was decided that the staff time and expense necessary to file the efficiency plan exceeded the diminutive benefit to our tax payers through the rebate.

Ms. Madonna also informed the Trustees that she had received some proposals from Jaeger and Flynn regarding the cost of our Medical Insurance for the fiscal year ending June 30, 2016. The Trustees agreed that as long as the plan chosen fit under our Budget Ms. Madonna was approved to make the choice between plans offered by Jaeger and Flynn.

Mrs. Pesses made a motion to go into Executive Session to discuss personnel issues at 7:50 PM. This was seconded by Mrs. Lair and approved all voting aye. Mrs. Pesses made a motion, seconded by Mrs. Lair, to come out of Executive Session at 8:01 PM. This was approved all voting aye.

Mrs. Pesses made a motion, seconded by Ms. Dunn Brown, to adjourn the meeting at 8:03 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on June 16, 2015 at 6:30 PM.

Michael J. Frank
Recording Secretary

Christine Pesses
Secretary