

# Board of Trustees Crandall Public Library

## AGENDA March 4, 2009

**4:00 pm**

- 1. Call to order** R. Leonelli
  - a. Committee Assignments for 2009
- 2. Public Comment** R. Leonelli
- 3. Correspondence and Press** (see board pass around file for actual correspondence)
- 4. Approval of Board of Trustees Minutes: February 11, 2009** R. Leonelli
- 5. Treasurers Report – January, 2009** B. Caimano
  - a. Budget Amendments
- 6. Approval of Warrant, February 1, 2009 to February 28, 2009, bills & payroll** B. Caimano
- 7. Project Budget** B. Caimano
- 8. Committee Reports**
  - A. Executive Committee** R. Leonelli
  - B. Personnel Committee** A. Newcomb
    1. Appointment of Patrick Durkin, Building Maintenance Mechanic/Supervisor at an annual salary of \$37,000 to begin no later than April 1, 2009.
    2. Provisional appointment of Janet Schrader, Part time Library Clerk, effective March 9, 2009, at an hourly rate of \$10.64
    3. Provisional appointment of Susan McKinney, Part time Library Clerk, effective March 11, 2009, at an hourly rate of \$10.64
- 9. Friends of Crandall Public Library** M. Kerr
- 10. SALS** R. Merrill
- 11. Director's Report & Action Items:** C. McDonald
  - Action items:**
    1. Approval of 2008 New York State Annual Report
    2. Library and United Way: food bank drop off possibility
    3. Staff Pizza Party
    4. April 29, 2009 Board meeting changed to April 22, 2009
    5. Approval of Discard List dated 2/13/09 (attached)
    6. Permission for Naftaly, Forshey, Laing and Frazier, to attend the Public Library Association 2-day workshop in Saratoga Springs on Organization and Personnel Management including Staffing for Results

- on April 29<sup>th</sup> and 30<sup>th</sup>. [C. McDonald has to attend the workshop in a different location as she will be in Guatemala that week]. SALS gives us one free registration. Costs for the three others is \$750. (\$250 each)
7. Approval of New York State Construction Grant final reports (for grants #80117, #70142, #80015, #70040 from the project budget)
  8. Approval of submission to the SALS Program of the Year Award of the Folklife Center's Envoye a Maison program

**12. Department Reports**

- A. L. Shanks, Development Director
- B. K. Naftaly, Assistant Library Director III
- C. A. Herman, Adult Services
- D. P. Frazier, Children's Department
- E. T. DeGarmo, Folklife Center

**13. Old Business**

**14. New Business**

**15. Executive Session**

- a. Patron Suspension

**16. Adjournment**

**The next Board Meeting  
will be held on  
Wednesday March 25, 2009  
at 4:00 pm**