

Board of Trustees Crandall Public Library

AGENDA November 18, 2009

4:00 pm

1. **Call to order** R. Leonelli
2. **Public Comment** R. Leonelli
3. **Correspondence and Press** (see board pass around file for actual correspondence)
4. **Approval of Board of Trustees Minutes: October 28, 2009** R. Leonelli
5. **Treasurers Report – September, 2009** B. Caimano
 - a. Budget Amendments
6. **Project Budget** B. Caimano
 - a. Project Budget Amendments
7. **Approval of Warrant, October 28, 2009 to November 18, 2009 bills & payroll** B. Caimano
8. **Committee Reports**
 - A. **Joint Budget/Personnel Committee** Pratt/ Newcomb
 1. 11/9/2009 meeting
 - B. **Personnel Committee** A. Newcomb
 1. 11/16/08 meeting
 - B. **Executive Committee** R. Leonelli
 1. 11/9/2009 meeting
 - C. **Fund Raising Committee** B. Pratt
 1. 10/28/2009 meeting
9. **Friends of Crandall Public Library** M. Kerr
10. **SALS** D. Nemer
11. **Director's Report & Action Items:** C. McDonald
 - Action items:**
 1. Approval of Library Mini-Golf Contract
 2. Approval to stay open until 8:00 pm on 12/4/2009 for the Hometown Holiday celebration
 3. Approval of recommendation from Budget/Personnel Committees to raise fines for adult materials from 15cents to 25cents (excluding videos and DVDs which remain \$1.00), effective 1/1/2010.

4. Approval of Credit Card Policy
5. Approval of Cash Receipts Policy to be added to General Policies
6. Approval of recommendation from Budget/Personnel Committees to raise the amount for employee flexible spending accounts to \$3,000.
7. Approval of recommendation from Budget/Personnel Committees to engage Jaeger & Flynn Associates, Inc. as the Library's broker for health insurance and flexible spending accounts.
8. Permission for work time for Christine McDonald to attend the Sundance Film Festival to plan for the 2010 Crandall Film season: January 21, 22, 25, 26, 27, 28, 29 and requesting \$500 towards hotel and airfare. [\$1,040 hotel; \$294 airfare].
9. Approval of discard list per Terry Bell
10. Due to the earlier meeting date for the November Board meeting, approval for the Platinum Plus and the Walmart bills to be paid at the end of November (the bills have not yet been received)
11. Permission for Kathy Naftaly, PLS Secretary, to attend the next PLS Board meeting on Friday, December 11, 2009 at the Albany Public Library, Delaware Branch. Cost: Travel (may be reimbursed by NYLA)
12. Approval of change order from SAIC [Consultants to NYSERDA and Ann Beha Architects] in the amount of \$4,923 for work that exceeded what was planned for the LEED certification commissioning
13. Approval of proposal from Ann Beha Architects for additional services related to LEED Certification in the amount of \$2,880 (24 hours @ \$120/hr.)

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

1. Update on Hydro Lawsuit, Section 78
2. Web Page Development
3. Strategic Plan
4. Capital Reserve Policies

McDonald/B. Pratt
K. Naftaly
McDonald/Naftaly

14. New Business

15. Executive Session (if needed)

16. Adjournment

**The next Board Meeting
will be held on
Wednesday December 30th, 2009
at 4:00 pm
in the Holden Meeting Room**