

# Board of Trustees Crandall Public Library

## AGENDA July 28, 2010

**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: June 30, 2010** R. Leonelli
5. **Treasurers Report – June, 2010** B. Caimano
  - a. Budget Amendments
6. **Project Budget** B. Caimano
  - a. Project Budget Amendments
7. **Approval of Warrant, July 1, 2010 to July 28, 2010 bills & payroll** B. Caimano
8. **Committee Reports**
  - A. **Personnel Committee** S. Searleman
    1. Resignation of Emma Scripture, Page, effective August 6, 2010
    2. Permanent Appointment of Guinevere Forshey, FT Librarian II, from Civil Service List #306
    3. Permanent Appointment of Frieda Toth, FT Librarian II, from Civil Service List #306
    4. Permanent Appointment of Ann Marie Bilodeau, PT Librarian I, from Civil Service List #305
    5. Permanent Appointment of Karen Tinney, PT Librarian I, from Civil Service List #305
    6. Permanent Appointment of Jennifer Boyer, FT Librarian I, from Civil Service List #305
    7. Permanent Appointment of Frank Pelkey, FT Librarian I, from Civil Service List #305
    8. Permanent Appointment of Kevin Rogan, FT Librarian I, from Civil Service List #305
    9. Permanent Appointment of Julia Stuckman, FT Librarian I, from Civil Service List #305
    10. Permanent Appointment of Sandra Busted, PT Library Clerk, from Civil Service List #304
    11. Permanent Appointment of Matthew Nelson, PT Library Clerk, from Civil Service List #304
  - B. **Budget/Personnel Committee** S. Searleman
    1. 7/20/10 Joint Budget/Personnel Committee meeting
  - C. **Fund Raising Committee** B. Caimano
    1. 7/27/10 Committee 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 contract for Strategic Plan Consultant- June Garcia
2. Approval for Christine McDonald as newly elected Treasurer of the NY Library Association to attend the NYLA Council Meeting and Retreat on strategic planning on September 23<sup>rd</sup> and 24<sup>th</sup> (Thursday-Friday) in Albany.
3. Approval of contract with Hiland Park Country Club for October 1<sup>st</sup>, 2010 for the Henry Crandall Award Reception.
4. Approval for Christine McDonald, Kathy Naftaly, Pam Frazier, Adelaide Leibold, Guinevere Forshey, Andrea Herman, Kevin Rogan, Frank Pelkey, Karen Hilfiger, Jennifer Boyer, Sue Laing, and Gail Malvuccio to attend the NYLA Annual Conference in Saratoga Springs, on November 3-6, 2010. Cost not to exceed \$2,064
5. Acceptance of low bid from All-Pro Cleaning Services for \$64,400.
6. Approval for Ellen Mangine and Stacy Camp to attend Advanced Polaris Technical Services Training at SALS, August 5<sup>th</sup>, 2010, at 9:00 am. Cost: travel
7. Approval for Erica Burke to attend "Life in the Past Lane", the annual conference for genealogists run by the Friends of the Silvio Conte branch of the National Archives, in Williamstown, MA, on September 18<sup>th</sup>, 2010. Cost: \$35 plus travel.
8. Approval of the recommendation from the Fund Raising Committee that Richard Bartlett be the recipient of the 2010 Henry Crandall Award.
9. Approval for Sue Laing to attend the Polaris Users Group Conference in Syracuse, NY, September 30<sup>th</sup> – October 2<sup>nd</sup>, 2010. Cost: \$250 plus travel.

## 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 (if needed)

## 16. Adjournment

**The next Board meeting  
will be held on  
Wednesday August 25<sup>th</sup>, 2010  
at 4:00 pm  
in the Holden Meeting Room**