

**Board of Trustees
Crandall Public Library**

**AGENDA
June 27, 2012**

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| 1. Call to order | S. Searleman |
| 2. Public Comment | S. Searleman |
| 3. Correspondence and Press (see board pass around file for actual correspondence) | |
| 4. Approval of Board of Trustees Minutes: May 30, 2012 | S. Searleman |
| 5. Treasurers Report, April, 2012 & May 2012 | P. Irion |
| A. Budget Amendments | |
| B. Approval to increase the amount to be paid to Grove Associates from \$5,000 to \$5,675 | |
| 6. Approval of Claims Auditor Report for, June 15, 2012 bills & payroll | C. Davis |
| 7. Committee Reports | |
| 8. Friends of Crandall Public Library | W.McKnight |
| 9. SALS | D. Nemer |
| 10. Director's Report & Action Items: | C. McDonald |

A. Action items:

1. Accept the Memorandum of Understanding between Crandall Public Library and Health Promotion Center at Glens Falls Hospital to enter into participation in the Creating Healthy Places to Live, Work and Play Worksite Wellness initiative of the NY State Department of Health.
2. Retro-active permission for Todd DeGarmo to retrieve two maps from the Northeast Document Center in Andover, MA on May 4, 2012. Items could not be shipped as we had to inspect and sign for condition. Cost: Travel and lunch. Total: \$243.57.
3. Retro-active permission (received notice on 6/8) for Christine McDonald to attend a NYSCA grant workshop, Regional Economic Development Council's Art Projects Grant Program on Tuesday, June 26, 2012. Cost: Travel.
4. Permission to register for two NYLA marketing webinars, "Bite-Sized Marketing" and "Getting Your Message Out" on Tuesday July 17th and Tuesday July 24th. Reference and Children's staff will attend. Cost: Group viewing rate is \$75 for each session for NYLA members (CPL is a member).

5. Permission for archivist Erica Burke to give a talk, "The 22nd NY Volunteer Infantry: An Illustrated Time Line" at the Wilton Historical Society, NY on Wednesday, September 5 in the evening. Cost: travel.
6. Permission for Todd DeGarmo to meet at Camp Chingachgook on Lake George to discuss joint project. Dates: irregular. Cost: travel.
7. Retroactive permission for Todd DeGarmo to attend NY Folklore Society meeting in Schenectady, NY rescheduled to June 21, 2012 (prior to our next Board meeting). Cost: travel.
8. Permission for C. McDonald to attend the 6-26-12 New York State Council on the Arts workshop on a new grant funding opportunity through the Consolidated Funding Application. Costs: Travel to the NYS Museum, Albany.
9. Approval to submit four projects to the Beach Foundation grant for: Selected Shorts in 2013; Children's Summer Programming/Staffing for 2013; Folk Music Programs 2013; Robert Pinsky Program with the Glens Falls Symphony Orchestra, November 10, 2013.
10. Approval to submit the NYS Consolidated Funding Application to the NYS Department of Labor for computer training for the long term unemployed, \$100,000.

11. Department Reports

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

12. Old Business

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|---|-----------------------------|
| A. Filling open position in Queensbury | Board Development Committee |
| B. Warren County Aid 2012 | Finance Committee |
| C. Revision of Investment Policies | Finance Committee |
| D. Code of Ethics and Conflict of Interest Policies | Executive Committee |
| E. Decision on investing \$178,781 from Watson bequest, in GFNB Temp. Fund (possibly for bike rack project) | Finance Committee |
| F. Revision of Suspension Policy | Executive Committee |
| G. NYCON suggestions for the By-Laws | Executive Committee |

13. New Business

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|---|---------------------|
| A. Meetings with TD Bank, Key Bank about invested accounts | Finance Committee |
| B. 2013 Budget process and deadlines | Finance Committee |
| C. Meeting Room Policy | Executive Committee |
| D. Questions regarding Film projecting | Finance Committee |
| E. Request change of the Credit Card Policy to add Administrative Assistant | Executive Committee |

14. Executive Session (if needed)

15. Adjournment

**The next Board Meeting is
Wednesday, July 25, 2012
4:00 PM,
Holden Meeting Room**