

DRAFT 12/27/11

**Board of Trustees
Crandall Public Library**

**AGENDA
January 5, 2012
Organizational Meeting**

Board of Trustees Meeting Agenda

1. Call to order R. Leonelli
2. Oaths of Office: Patricia Irion and Kyle Gannon R. Leonelli
3. Election of Officers 2012

President	Sanford Searleman
Vice President	Ben Pratt
Treasurer	Patricia Irion
Secretary	Tia Vanderminden
4. Public Comment S. Searleman
5. Correspondence and Press (see board pass around file for actual correspondence)
6. Approval of Board of Trustees Minutes: November 30, 2011 S. Searleman
7. Treasurers Report, November, 2011 B. Pratt
8. Approval of Warrant, October 27, 2011 to November 30, 2011, bills & payroll C. Davis
9. Committee Reports

A. Personnel	S. Searleman
B. Executive	R. Leonelli
10. Friends of Crandall Public Library W. McKnight
11. SALS D. Nemer
12. Director's Report & Action Items: C. McDonald
 - A. Update on the Library's Strategic Plan
The Crandall Public Library approved Strategic Plan is available on the website

B. Action items:

1. Approval of firm for Professional Auditing Services [received two bids]
2. Code of Ethics and Conflict of Interest Policy [Strategic Initiative 3.3 due 12/31/2011]
3. Request for Christine McDonald to attend the New York Library Association webinar on “Lean Library Management” by John Huber. Cost is \$25.00.
4. Approval of change in standard mileage rates for travel reimbursement to ___ cents per mile as per IRS for business miles driven.
5. Approval for designation of The Post-Star and The Chronicle as the official newspapers for notification purposes.
6. Approval of the appointment for 2012 of Judge & Duffy as the Library’s Attorney.
7. Approval for Lynn Shanks to apply for a Ronald McDonald House \$3,500 grant for the summer 2012 Read to Me Program.

The Crandall Public Library approved Strategic Plan is available on the website at this link:
<http://www.crandalllibrary.org/about/documents/CPL2011to2013STRATEGICPLAN.pdf>

13. Department Reports

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

14. Old Business

- | | |
|-------------------------------------------------------------------------------------|-----------------------------|
| 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 \$15,000 from Watson bequest, currently in GFNB Temp. Fund | Finance Committee |
| F. Revision of Suspension Policy | Executive Committee |
| G. First notice of change to By-Laws to be voted on February 29, 2012. | |

14. New Business

- | | |
|---------------------------------------------------------------------------------------|-------------------|
| A. Meetings with Glens Falls National Bank, TD Bank, Key Bank about invested accounts | Finance Committee |
| B. 2012 Budget process and deadlines | Finance Committee |
| C. 2012 Budget Amendments | Finance Committee |

15. Executive Session (if needed)

16. Adjournment

**The next Board Meeting is
Wednesday, February 1, 2012
4:00 pm
Holden Meeting Room**