

**Board of Trustees
Meeting Minutes
November 19, 2014**

Attendance:

Trustees: Mr. Barnard, Ms. Caimano, Ms. Newcomb, Ms. Troelstra, Mr. Rottenstreich, Mr. Lebowitz, Mr. Toomey, Ms. Johnson, Mr. Gannon, Ms. Vanderminden, Ms. Dempsey, Ms. LaPann, Ms. Nemer entered at 4:48 pm

Absent: Mr. Leonelli

Staff: Ms. Naftaly, Ms. Webb, Ms. Bell, Ms. Shanks, Ms. Herman, Ms. Forshey, Ms. Frazier, Mr. DeGarmo

Guests: Maury Thompson – *Post Star*

Call to Order: President Mike Toomey called the meeting to order at 4:31 p.m.

Oath of Office: President Toomey gave the Oath of Office to New Nominee Mary LaPann of Glens Falls. She will be replacing Mr. Pratt until his term ends on December 31, 2015.

Public Comment: None

Correspondence and Press (see Board Pass Around file for actual correspondence and press)

Board of Trustees Meeting Minutes

Motion to approve the Board of Trustees Meeting Minutes of October 22, 2014 that was sent via email was made by Mr. Gannon, seconded by Ms. Newcomb. Motion carried.

Treasurers Report – October 2014

A. Budget Amendments -

A **Motion** to approve the October 2014 Treasurer’s Report and Budget Amendments was made by Ms. Newcomb, seconded by Mr. Gannon. Motion carried.

Approval of Claims Auditor Report

Approval of the October 31 & November 14, 2014, Claims Auditor Report for bills. A **Motion** to approve the Claims Auditor reports was made by Ms. Caimano, seconded by Mr. Rottenstreich. Motion carried.

Committee Reports

Personnel

1. Approval of CDPHP EPO Health Insurance Plan which includes an 8% contribution by individuals, 20% for employee plus spouse or one child (+1), 20% for single employee with children, and 20% family coverage. Retirees continue at 50/50 percent coverage. Empire Vision coverage is continued at no increase. Delta Dental is continued at no increase.

Ms. Naftaly stated that she met with Denise Palyo from Capital Financial Group regarding our health insurance options for 2015. Our current plan is no longer offered but she gave us options on equivalent plans. The increase will be 7 1/4 % for 2015. That is lower than we budgeted for. The comparable plans to the one we chose would have higher costs and out of pocket increase for staff members. The vision has no change and no increase in cost. The dental plan we offer which employees pay 100% of the cost, has no increase as well. A Board member is concerned that salary increases do not keep up with the increase in insurance costs for our employees. He would like to see us make changes to that going forward for next year. A **Motion** to accept item #1 was made by Ms. Vanderminden, seconded by Ms. Dempsey. Motion carried.

2. Provisional appointment of Patricia Dolton as a PT Library Assistant at a rate of \$17.97/hour effective November 3, 2014.

A **Motion** to accept the item # 2 was made by Ms. Vanderminden, seconded by Ms. Caimano. Motion carried.

Executive Committee

The Executive Committee met on November 19, 2014 to discuss the permanent suspension of patron John R. Richardson. A **Motion** was made by Ms. Vanderminden, seconded by Ms. Caimano to suspend John R. Richardson permanently from Crandall Public Library and the surrounding property, which is owned by the Crandall Trust. Suspension will be effective as of November 19, 2014. Motion carried.

Friends of Crandall Public Library

No report

Ms. Kathe

SALS

There was a meeting yesterday. Challenge grants for Construction and Technology were distributed. Libraries are promoting the Open Meeting Law.

Ms. Nemer

Director's Report

Ms. Naftaly thanked all Trustees for serving on the Board. She congratulated the newly elected Board members. We received \$19,000 from NYSCA for the Film Series. Folklife will receive \$36,000 per year for each of the next 3 years. Board meeting dates for 2015 were handed out. The January 7 meeting will be held at 4:00 pm, all other meeting will be held at 4:30 pm. Ms. Naftaly did a spreadsheet on all incident reports for 2013 and 2014. There were 188 in 2013 and to date 137 for 2014. Many of the reports concern the same people. She will send out a year-end summary to all board members. We are having issues with the cleaning company. They missed several days. She

K. Naftaly

and Pat Durkin have met with the supervisor and they have been put on 30 days' notice. Things have been better since the meeting. Ms. Naftaly thanked the Trustees for allowing her and staff members to attend the NYLA Conference. We should be expecting a state audit as they are auditing libraries. Ms. Naftaly indicated that she is planning a board retreat for January. The date TBA. The digital projector will finally be installed on Friday.

Action items:

B. Action items:

1. Permission to apply for a \$5,000 SALS Early Adapter Technology Challenge Grants to partner with LARAC and the regional arts community for the purchase, maintenance and training for the Library to offer 3-D Printing to the community.
2. Permission to apply to NYSERDA for Pre-Qualified Electric Incentive Grant to install energy efficient spot lighting at a cost not to exceed \$4,000.
3. Approval of 2015 Board of Trustees meeting dates.

Ms. Forshey would like to get a 3-D printer. It would be great to do something out of the box! A *Motion* to approve action items 1-3 was made by Mr. Rottenstreich, seconded by Ms. Nemer. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman thanked Annette Newcomb who volunteered for 2 mornings on the Reference Desk so staff could attend the NYLA Conference. The Reference Staff is getting a good start on their 2015 programming thanks to the information they received by attending the NYLA Conference. They came away with many good ideas. Ms. Herman indicated that she is working with other staff to coordinate all library programming. Intern Kay Hafner will start next month. She will work with Collection HQ. The Glen Street Reference desk was moved to accommodate patrons be better.

L. Shanks, Development Director

Ms. Shanks stated the Annual Appeal letter went out in two stages. The concept of Connecting the Dots is, Connecting the Dots in their lives. Ms. Shanks thanked Kerry Zeigler for putting the dots together. Kudos to her! The goal for this year is \$ 35,000. The Library is participating in the Gift Back program and Ms. Shanks is working with area nonprofits on it. It is an alternative gift program. Received a \$3,500 grant from the Glens Falls Foundation for Young Adults, 20 something's.

P. Frazier, Children's Department

Ms. Frazier informed the Board that the Teens held a prom. Kids came in costume or formal wear. They learned how to waltz and swing dance. There was a 1000 Books before Kindergarten presentation on Twitter and Instagram. There are new programs for school age kids. The drop in programs on Sunday afternoons is very well attended. Ms. Frazier thanked everyone for spreading the word about the Moreau Concert with Rich Ortiz and Brian Chevalier. It was very successful. Board member, Kelly Dempsey informed everyone that she received a compliment from a friend that our Children's Department is wonderful compared to the public library in Chicago that they just came from.

T. DeGarmo, Folklife

Mr. DeGarmo indicated that the Friends gave Folklife \$9,400 toward the Folklife Concerts. Most concerts have been standing room only. Mr. DeGarmo said he is trying to have twelve concerts instead of six for the spring and fall. The Solomon Trust Grant will provide for the July-December

2015 exhibit in Folklife. Battenkill Inspired will be the next exhibit. Two dozen artists are giving us objects for the exhibit.

Ms. Forshey, Innovation and Patron Experience

Ms. Forshey stated that she is happy with her new hire Tisha. She is planning to pick up the one-on-one computer classes again. The Reference and IT department are testing out the Chromebook for the public.

Old Business

The Library will have a float in the South Glens Falls Holiday Parade this year. The staff has been working on it on their own time to put it together. The theme is *Willy Wonka and the Chocolate Factory*. Brave the cold and come out and see us.

New Business

1. Permanent suspension of Library patron John R. Richardson for further violation of suspension policies in the Library and on Crandall Trust property.

Executive Session

None

Adjournment:

Motion to adjourn was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried. Meeting adjourned at 5:21 pm.

Respectfully Submitted,

Christina Vanderminden
Secretary of the Board of Trustees of Crandall Public Library

Recorded by Linda Webb
Administrative/Human Resource Assistant

**The next Board Meeting
Wednesday, January 7, 2015
4:00 pm
Holden Meeting Room**