

**Board of Trustees
Meeting Minutes
March 25, 2015**

Attendance:

Trustees: Mr. Leonelli, Mr. Rottenstreich, Ms. LaPann, Mr. Harman, Ms. Vanderminden, Ms. Johnson, Ms. Nemer, Mr. Barnard, Mr. Harman, Mr. Toomey, Ms. Newcomb entered at 4:41 pm

Absent: Ms. Caimano via Skype, Mr. Lebowitz, Mr. Gannon, Ms. Troelstra

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

Guests: Kathy Kathe

President Michael Toomey called the meeting to order at 4:35 p.m.

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 February 25, 2015 that was sent via email was made by Mr. Rottenstreich, seconded by Mr. Leonelli. Motion carried.

Treasurer's Report – February 2015

A. Budget Amendments

Mr. Leonelli went over the Treasurer's Report and Budget Amendments for the month of February. Our revenues are at 57.7% and expenses at 10.1% of the 2015 budget. **Motion** to approve the February 2015 Treasurers Report and Budget Amendments was made by, Mr. Harman seconded by Ms. LaPann Motion carried.

Approval of Claims Auditor Report

Approval of the February 25 & March 13, 2015 Claims Auditor Report for bills & payroll will be made at the April 22 board meeting.

Committee Reports - None

Friends of Crandall Public Library

Book sale raised \$12,000. They approved funding for staff awards and book bags for the children's department.

Ms. Kathe

SALS

Reminder, Annual Meeting is in May 18 so get your tickets soon.

D. Nemer

Director's Report

Ms. Naftaly gave kudos to Steve Ray and Guin Forshey for all their work on getting the 3-D printer. They brought the printer to today's meeting so the Trustees could see it work. Ms. Forshey had the insight to partner with the artists at LARAC. Ms. Forshey explained a little about the printer's software. Mr. Ray indicated that he they are still tweaking things with the printer. They are still in a learning curve. There was a 1-year warranty that came with the printer but we opted to purchase an extended 3-year warranty for the printer. Ms. Naftaly indicated that they are still in the process of writing a policy for the printer. It will be housed here at the library, not at LARAC. Ms. Forshey, Mr. Ray and Ms. Naftaly took a field trip to the Bethlehem Library to see how their 3-D printer works. It is a different type of printer.

K. Naftaly

Ms. Naftaly stated that she sent all Trustees a copy of the NYS Annual Report.

Action items:

1. Approval of the 2014 NYS Annual Report for Public and Association Libraries as previously submitted to SALS.
2. Permission to keep only the basement and Christine McDonald Community Room open until 9:00 pm Friday, May 8 for a program targeted to our 20somethings group with performer Frank Palangi. Additional costs: extended security hours. Staff assigned to event will shift hours.
3. Permission to close the Library to the public on Friday, May 15 for annual staff development day.
4. Permission to send Erica Wolfe Burke to the Northern New York Libraries Annual Archives Conference in Lake Placid, NY as a guest speaker. Cost: travel and meals.
5. Approval for costs associated with the already approved trip by Todd DeGarmo to the NYS Folk Arts Roundtable meetings, May 27 and 28. Costs: lodging \$52/night for 2 nights; meals at \$50 for 3 days and travel (100 miles roundtrip).
6. Permission to submit a \$50,000 grant to the Charles R. Wood Foundation for "The Extra Mile" initiative, a library-by-mail service.
7. Permission to submit an application to the NYS Gaming Commission for permission to hold our Love Your Library Raffle. Drawing date May 19, 2015.
8. Permission to submit a grant to the American Library Association for a STARNet-Discover grant to host a traveling interactive STEM exhibit *Discover Earth: Our Changing Planet*.
9. Permission to renew contract (5/2015 through 4/2016) with Northeast Information Systems for telephone system equipment and software support and maintenance at a cost not to exceed \$4,500.
10. Permission to purchase replacement staff copier from Electronic Business Products for \$7,311 (including installation and training). Product is under NYS contract.

A motion to approve Action items number 1-10 was made by Ms. Newcomb, seconded by Ms. Nemer. Motion carried.

Department Reports

A. Herman, Adult Services

Ms. Herman thanked the Board for allowing the Library's basement area to remain open late on May 8th. Frank Palangi will be the performer for the 20somethings event. In April, there will be a month of Community Reads events on the Dust Bowl Era. There are book discussions, movies, guest speakers. Country Line Dancing was a huge success.

L. Shanks, Development Director

The Raffle is starting soon. Scoville Jewelers and Milk and Honey (Davidson Brothers pending) are partnering with the Library on the raffle. They will offer \$25.00 off a \$50.00 purchase when you show your raffle ticket during the designated time. The tickets are almost ready.

P. Frazier, Children's Department

Ms. Frazier stated that the family musical concert held at the Queensbury Elementary School to promote our 1000 Books before Kindergarten program had a very good turnout (145 people) and resulted in some new enrollments in 1000 Books. The Teens had a cartoonist for Mad Max. They had their play, which was a success. There are foreign language learning sessions held on Saturdays. She passed out flyers for April events and for April school vacation.

T. DeGarmo, Folklife

Mr. DeGarmo informed the Board that the *Battenkill Inspired* exhibit opening was a huge success. Over 200 hundred people attended. There was a great write up in the *Post Star* about it. There will be a lecture series on Monday evenings. The spring concert series has started. There is now a YouTube Crandall Public Library channel where you can see videos of our live Folklife concerts. On April 1, T.V. news anchor Mark Baker is coming over to look at slides to use in a feature concerning the anniversary of the end of World War II. He will be interviewing people around noon. Anyone who was in the Hometown USA shoot he would like to interview them.

G. Forshey, Innovation and Patron Experience

Ms. Forshey indicated that the results from the Snapshot survey we did received some great comments from the public

Old Business

Vision: Crandall Public Library will cultivate a forward-thinking community that pursues knowledge, embraces inclusion, inspires creativity and values civic responsibility.

Mission: Crandall Public Library creates programs and services to educate, enrich and encourage our thriving community.

The committee met on March 10th and had a very productive meeting. A new tagline is still being worked on and will follow shortly.

A *Motion* to accept the new Vision & Mission statement was made by Mr. Rottenstreich, seconded by Ms. Vanderminden. Motion carried.

New Business

None

Adjournment:

Motion to adjourn was made by Ms. Newcomb, seconded by Mr. Rottenstreich. Motion carried. Meeting adjourned at 5:22 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
Annual Meeting
Wednesday, April 22, 2015
4:30 pm
Holden Meeting Room**