

**Board of Trustees
Meeting Minutes
November 30, 2016**

Attendance:

Trustees: Mr. Toomey, Ms. LaPann, Ms. Caimano, Mr. Rottenstreich, Mr. Hazewski, Mr. Leonelli, Mr. Lebowitz, Mr. Gannon, Ms. Johnson entered at 4:45pm

Absent: *Excused:* Ms. Nemer, Ms. Barcomb, Ms. Vanderminden

Unexcused: Dr. McDermott, Ms. Troelstra, Mr. Barnard

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

Guests: None

Called to Order: President Toomey called the meeting to order at 4:37p.m.

Public Comment - None

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

Board of Trustees Meeting Minutes – October 26, 2016

A ***Motion*** to approve the October 26, 2016 with a correction to add the names of Mary LaPann, Naftali Rottenstreich and Mike Toomey to those that attended the Glens Falls Budget Public Hearing. ***Motion*** was made to accept the minutes after corrections by Mr. Rottenstreich, seconded by Ms. Caimano. Motion carried.

Treasurer's Report – October 2016

A. Budget Amendments

Ms. Caimano reviewed the Treasurer's Report and Budget Amendments. Revenues are at 90.6% and Expenses are at 73.6%. Ms. LaPann made a ***Motion*** to accept the Treasurer's Report and Budget Amendments for October 2016, seconded by Mr. Hazewski. Motion carried.

Claims Auditor Report –October 27 & November 14 & 29, 2016

A ***Motion*** to approve the Claims Auditor Reports for October 27 & November 14 & 29, 2016 was made by Mr. Rottenstreich and seconded by Mr. Leonelli. Motion carried.

Committee Reports

Personnel

T.

Vanderminden

1. Approval of Health Insurance plans for 2017. Blue Shield Plan POS-Platinum Radius (Local Network) and Blue Shield EPO-Platinum 5000 (National Network) and introducing a third Plan MVP EPO-Platinum 5 (National Network).

Motion to approve 2017 health insurance was made by Mr. Rottenstreich, seconded by Ms. Caimano.

Board Development

K. Gannon

1. 2017 Committee Assignments

Mr. Gannon asked that people who are interested in being an officer in the future to please let him know. Committee assignments will be handed out at the next meeting. If you are not comfortable with the committee you are on please let Kyle know and he will be happy to change it for you.

Friends of Crandall Public Library

Ms. Robinson

No report

SALS

Ms. Nemer

No report

Director's Report

Ms. Naftaly stated that the budget passed in all three communities by a good margin. The staff will remain politically neutral and treat everyone with respect. Ms. Naftaly showed off the 1st place trophy the Library received from the 2016 South Glens Falls Holiday Parade. We have been in the parade for the last four years. We have earned two 1st place and two 2nd place trophies. This year's theme was All That Glitters. Staff volunteered their own time to work on the float. Ms. Naftaly would like to thank them for all their work and volunteering their time:

Sue and Andy Laing, Steve Ray, Deb Burnham, Jen Boyer, Jeremy Young, Stacy, Tessa and William Camp, Terry Bell, Pam Frazier, Adelaide Leibold, Dorie Stevenson, Frieda and Rosalie Toth, Stephanie and Sarah Winters. She would also like to thank Lowes for donating the paint and Pregis for donating the bubble wrap.

Action items:

1. Approval of the 2017 Board of Trustee meeting dates. (See attachment).

A *Motion* to approve items #1 was made by Ms. Caimano, seconded by Mr. Rottenstreich. Motion carried.

Department Reports

L. Shanks, Development Director

Ms. Shanks thanked the Board members who attended the Gala. We grossed about \$46,000 and netted about \$26,000. The Queensbury Hotel was a good venue. This year's Annual Appeal will be asking for donations to fund a new program *Library by Mail*. It is a program that will remove barriers for people who cannot get to the library. This program will give them equal access to the library. This service will be limited to District Card Holders only. There will be restrictions on who can use the service. We will include a postage paid return envelope. This is a service that is not meant to diminish our outreach librarian. There will be a learning curve as the program rolls out. Ms. Caimano asked about reducing the time for books that are placed on hold. Not at this time.

Mr. Toomey and Ms. Naftaly thanked staff for all their hard work on the Gala. They also thanked all volunteers and board members for making it a huge success.

P. Frazier, Children's Department

Ms. Frazier thanked the officer and K-9 unit from Glens Falls Police Department for attending her program. The Saratoga North Creek Railroad Conductor and Elf read the *Polar Express* to the kids. November has become Dinovember! Programs coming up: this weekend for the Hometown Holidays we will be making holiday gifts from recycled items. The Teens have scheduled their Winter Reading Program as well as their Prom. Ms. Frazier said a thank you to all the volunteers with therapy dogs. They are looking for 5th and 6th graders for book discussions.

T. DeGarmo, Folklife

Attendance at the six fall concerts was mostly standing room only. The program with the Hyde on Charles E. Hughes continues. We will be holding Winter Bluegrass Jam sessions on the 3rd Thursday of every month. Kevin Rogan hosted a one man show, *A Christmas Carol*. Attendance was very good. *Colgate Resolutions*, a cappella music group will perform here on January 12th.

Mr. Leonelli asked if we participated in the Theater Festival. We did but it was not well attended here at the library. Ms. Naftaly commented that we are participating in the Hometown Holiday Tree Lighting on Friday, December 2nd.

Old Business: None

New Business: None

Adjournment:

A *Motion* to adjourn was made by Mr. Rottenstreich, seconded by Ms. LaPann. Motion carried. Meeting adjourned at 5:25 p.m.

Respectfully Submitted,

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

The next Board Meeting
Wednesday, January 11, 2017
4:30 pm
Holden Meeting Room

Recorded by Linda Webb
Administrative/Human Resource Assistant



Holidays* and Closings for Crandall Public Library 2017

<u>Date</u>	<u>Holiday</u>	<u>Day of Week</u>
January 1	New Year's Day	Sunday (floating holiday)
January 16	M. Luther King Day	Monday
February 20	President's Day	Monday
April 16	Easter Sunday	Sunday (non-paid)
May 27 & 28	Memorial Weekend	Sat. & Sun. (non-paid)
May 29	Memorial Day	Monday
July 4	Independence Day	Tuesday
September 2 & 3	Labor Day Weekend	Sat. & Sun. (non-paid)
September 4	Labor Day	Monday
October 9	Columbus Day	Monday
November 11	Veterans' Day	Saturday (floating holiday)
November 22	Pre Thanksgiving	Wednesday (close at 3 pm)
November 23	Thanksgiving	Thursday
December 24	Christmas Eve	Sunday (floating holiday)
December 25	Christmas Day	Monday
December 31	New Year's Eve	Sunday

Sundays open in 2017
1/8/2017– 6/18/2017
9/10/2017 – 12/17/2017

*Benefited employees