

251 GLEN STREET  
GLENS FALLS, NY 12801  
792-6508

**Board of Trustees  
Meeting Minutes  
May 25, 2016**

***Attendance:***

**Trustees:** Mr. Toomey, Ms. Vanderminden, Mr. Rottenstreich, Mr. Leonelli, Ms. Caimano, Mr. Barnard, Mr. Lebowitz

**Absent:** Excused: Ms. Nemer, Ms. Johnson, Ms. LaPann.

Unexcused: Ms. Troelstra, Mr. Harman, Dr. McDermott, Mr. Gannon.

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

**Guests:** Rodney Congdon of Lake George, a retired Librarian, Maury Thompson from the *Post Star*.

**Called to Order:** President Toomey called the meeting to order at 4:36p.m. There was no quorum.

**Public Comment** – None

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

There was no quorum and nothing was approved at this meeting.

***Board of Trustees Meeting Minutes – May 4, 2016***

No action taken due to lack of a quorum

***Treasurer's Report – April 2016***

No action taken due to lack of a quorum

***Claims Auditor Report – May 12, 2016***

No action taken due to lack of a quorum

**Committee Reports** - None

***Friends of Crandall Public Library***

Next book sale June 17-19

Ms. Kathe

***SALS***

No report

Ms. Nemer

**Director's Report**

Ms. Naftaly stated that she attended the Crandall Trust meeting last week. We will be receiving \$82,500 next year which is the same amount we received this year. Other than that it was an uneventful meeting. They are very supportive of the library and the direction it is going.

Ms. Naftaly had a conference call regarding the bond refunding. There was a full report sent to the GFIDA/CDC meeting at City Hall. The documents are signed. They are looking to see what will work best to the library's advantage.

Last month Ms. LaPann asked where we are with the Strategic Plan. We are still on track with it.

Highlights include: 1. Community Sanctuary, The Family Focus Center was painted by staff.

2. Reduced incidents in the library as far as safety.

3. Maintenance of the facility was taken over by Maintenance staff instead of outsourcing.

4. New reference desk at the park entrance.

5. Trish Dolton has taken over Frank Pelkey's duties as Outreach Librarian.

6. We have not served the community as rapidly as we should have in terms of providing opportunities for national issues discussions. Beginning partnership with New York Transitions.

7. Folklife continues to document as much as possible. Librarian Kevin Rogan is now working in Folklife.

8. Marketing of community services. #IamCrandall

9. Encourage cross training of staff. Linda Webb is now working at the Glen Street desk every morning from 9:00 am to 11:00 am.

10. Overall, we are meeting the needs of our report card.

Ms. Tinney, Ms. Ottenhoff and Ms. Naftaly attended the SALS Annual Meeting where the reference staff was awarded for one of two programs of the year out of 34 that were submitted.

Congratulations, Karen, Henri and everyone involved in the project that made hats, gloves and scarves for the *Crandall Cares: It's Cold Out There—A program for those in need.*

**Action items:**

1. Approval of Legal Notice for Trustee Petitions for publication in The Chronicle and The Post-Star in June 2016. Trustee petitions are due between August 15 and August 22, 2016 (by 3 pm)

2. Permission for Todd DeGarmo to dispose of 24 boxes of obsolete records.

3. Permission for Erica Burke to attend Lock, Hull, Wheel, and Rail: An archeological study of Access to the World Market in Nineteenth-Century New York State, at the NYS Museum. May 25, 2016 at 1:00 PM. Cost: travel.

No actions taken.

**Department Reports**

*A. Herman, Adult Services*

Ms. Herman thanked the Post Star for the really nice article on the SALS meeting and Program of the Year Award that was awarded to the Reference Staff for *Crandall Cares: It's Cold Out There*. They have an intern starting next week. She thanked Mr. Rottenstreich for getting her in touch with Di Kivi who will be here on October 19 to discuss "The Other Wes Moore: One Name, Two Fates". The bagpipe program was a huge hit. We couldn't keep people out.

*L. Shanks, Development Director*

Ms. Shanks stated that the *Love Your Library Raffle* has started. The grand prize will be increased to \$2000 and there will be two \$500 second prizes. She hopes to double our revenue from the raffle. Scoville Jeweler's will hold a second chance drawing. She has tickets for everyone today. Pet Feast was held last week and it was very well attended. The Volunteer Luncheon is scheduled for June 2<sup>nd</sup>.

*P. Frazier, Children's Department*

Ms. Frazier indicated that they are super busy going to all the schools. They had a demo on the Secret Subway. Ms. Frazier also showed us her skills with a pool noodle pom pom shooter to the delight of the board.

*T. DeGarmo, Folklife*

Mr. DeGarmo indicated that they have finished the *Live Folklife Concerts* for spring. You can check them out on YouTube. They took a couple of songs from each concert and put them on there. They are taking a break for summer. Concerts will start up again September 8<sup>th</sup>. They are partnering with Summerland Music this summer on the *Dream of America* exhibit. The I Love New York campaign is June 18-19, *Path through History*

**Old Business** – Ms. Crayford wote a letter to the Board stating that there is not enough handicapped parking for the library. There were suggestions to see what we could do to help her with this issue. She would prefer to visit the facility.

**New Business** – None

**Adjournment:**

Meeting adjourned at 5:09 p.m.

Respectfully Submitted,

Christina Vanderminden

Secretary of the Board of Trustees of Crandall Public Library

**The next Board Meeting  
Wednesday, June 22, 2016  
4:30 pm  
Holden Meeting Room**

Recorded by Linda Webb  
Administrative/Human Resource Assistant