



**Board of Trustees
Crandall Public Library
AGENDA
June 24, 2020
4:30 p.m. Virtual Zoom Meeting
<https://us02web.zoom.us/j/94568020306>**

1. **Call to order** B. Caimano
2. **Public Comment (Statement from Library Staff)** K. Naftaly (for L. Daniel)
3. **Correspondence and Press (see board pass around file for actual correspondence)**
4. **Department Reports**
 - A. Assistant Director, G. Forshey
 - B. Adult Services, J. Boyer
 - C. Children’s Department, P. Frazier
 - D. Development Department, M. Chandler
 - E. Folklife Department, T. DeGarmo
5. **Friends of Crandall Library** C. Schmitt
6. **Approval of Board of Trustees Minutes: May 27, 2020** B. Caimano
7. **Treasurers Report, May 2020** D. Hazewski
8. **Approval of Claims Auditor Reports** D. Hazewski
9. **Committee Reports**
 - Personnel T. Vanderminden
 1. Acceptance of the Retirement of Kathleen Lehmann, Library Clerk I effective June 15, 2020. Kathy has worked at the Library for over 30 years.
 2. Acceptance of the Resignation of Alliyah Eastman, Page effective July 3, 2020. Alliyah has worked at the Library just under 2 years.
10. **SALS** D. Nemer
11. **Director’s Report & Action Items** K. Naftaly
 - A. Action Items:



1. Permission to sell, re-purpose or dispose of approximately 20,000 obsolete Kwik Case® DVD/Blu-Ray/Playaway security cases.
2. Permission to increase the amount for the order of approximately 20,000 One-Time-Locking Cases by \$7,000. Total cost not to exceed \$37,000 to come from our Capital Reserves Account.
3. Permission to eliminate the blocking of Internet use if a cardholder owes more than \$5.00 on their library card in preparation for return of in-house Internet services.
4. Permission to work with the JA and SALS staff to begin the process of allowing reserves to be placed on our New and Popular and Children’s DVD and BluRay materials.
5. Permission to enter into a 1-yr contract with North Country Janitorial to provide carpet runners for Library entrances and high traffic locations at \$96 every 2 weeks. [Low bid of three submissions; current provider is discontinuing service.]
6. Permission to accept the SHI quote (on state contract) for replacement of our Bibliotheca legacy RFID equipment and installations. The quote for the RFID equipment includes but is not limited to: workstations, payment devices, security gates, software, and licenses for the upgrade, installation, warranty, and training. Total cost of the quote is \$139,459.85 to come from our Capital Reserves Account.
7. Permission to accept the SHI quote (on state contract) for replacement of our Bibliotheca legacy Automated Materials Handler (AMH-sorter). The quote for the AMH equipment from EnvisionWare, Inc. includes but is not limited to: an 8-bin sorting system with 2 induction software, licenses for the upgrade, installation, warranty, and training. Total cost of the quote is \$105,457.50 to come from our Capital Reserves Account.

12. Old Business

13. New Business

B. Caimano

14. Executive Session

B. Caimano

1. Actions against Crandall Public Library
2. Personnel development

15. Adjournment

**The next Board Meeting is
July 22, 2020
4:30 PM
Meeting Method to Be Announced**