



Nicole Hauser  
Interim Director

2019-2020  
Board of Trustees

Merry Dunn Brown

Frank Carangelo

Richard Carlson

Craig Clark

Greg Niforos

Christine Pesses

Charles Reed

Christian Rohrs

Susan Shrader

## Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

April 21, 2020

The Gloversville Public Library Board of Trustees held a meeting on April 21, 2020 at 6:30 PM via Zoom Video Conferencing.

President Craig Clark called the meeting to order at 6:30 PM. Present were President Craig Clark, Vice President Merry Dunn-Brown, Interim Director Nicole Hauser, Treasurer Michael Frank, Secretary Christian Rohrs, Christine Pesses, Frank Carangelo, Charles "Ren" Reed, Sue Shrader, Gregory Niforos, and Richard Carlson.

When asked for public comment, there was none.

Mr. Clark asked for a motion to approve the March meeting minutes. Ms. Reed made a motion, seconded by Mrs. Pesses, with an approval vote of "aye" from the board.

Mr. Clark asked Mr. Frank to review the Financial Report for the nine-month period ending March 31, 2020. Mr. Frank informed the Trustees that during March 2020 we had received the Fulton County Youth Bureau Grant money of \$1,400 and that we had received our yearly interest payment on our First Nonprofit Cash Reserve Account of \$733.45. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mr. Niforos made a motion, seconded by Mr. Rohrs, to accept the Financial Report as presented. This was approved all voting "aye".

Mr. Frank distributed the Warrants list for April 2020 numbered 2065 through 2084 which was audited by John Blackmon our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Gloversville Public Library and recommended payment of same. Mr. Carlson made a motion, seconded by Mrs. Pesses, to approve the Warrants and to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting aye.

Mrs. LaPorta provided an email report from the Friends of the Library. The Friends are holding their Annual Spaghetti Dinner Fundraiser on Wednesday, May 13, 2020. This will be supporting the library's operating budget as well as a wonderful local restaurant during a time when most restaurants are struggling to stay open. This year, the Friends are doing everything by e-mail and US mail in order to follow "social distancing" guidelines. Orders can be forwarded to Kathy Konokov by May 4<sup>th</sup>, 2020.

The Friends are planning to donate five baskets to be raffled toward the kids' summer reading program. The Friends also approved a donation of up to \$400 to be used for summer flowers, potting soil, and, possibly, crushed stone in an effort to help the summer landscaping around the library grounds. The Friends are also donating \$160 to FMCC's Early Childhood Literacy Class to make literacy kits for our children's room. Also, the Friends are planning for a Chicken BBQ on September 18<sup>th</sup>, 4-6:00, at Whitey's.

The Friends' Week in the fall will include a basket raffle and possibly a book sale. The Friends approved a \$10,000 donation to the library to help us with our budget, something they have been doing for several years. As a reminder, the Friends implore all board members and families to consider buying tickets for any of these events or fundraisers. The support means a lot to the organization.

Mr. Clark asked Mr. Frank to report on the Library Foundation, whereas Mr. Frank indicated there was no meeting.

Mr. Carangelo delivered the Buildings and Grounds Committee report. A representative from PASCO arrived to complete spring maintenance and provided training to members of the staff and board as well. A new book return flap was ordered and installed to replace the broken flap caused by vandalism. Additionally, a representative from Commercial Door Specialties came to fix the handicap accessible door button. Although the problem was resolved, library staff were advised to monitor it for further issues.

Mr. Carangelo also reported that a representative from Professional Fire Protection came to the building to perform the semi-annual sprinkler inspection and back-flow test, of which everything passed. During the COVID-19 closure, a staff member has been reporting to the building each Monday, Wednesday, and Friday to check on everything. Due to the closure, the heating schedule has been reduced as well.

Mrs. Pesses delivered an update from the Policy Committee. The Claims Auditor Policy and Investment Policy were reviewed, in which the wording of the policies was improved without any major alterations to their essence. When asked for a motion to approve the reviews, Ms. Dunn-Brown made a motion, seconded by Mrs. Shrader, with the board approving with "aye".

Mr. Clark asked Ms. Dunn-Brown to report on the Outreach Committee. Mrs. Dunn-Brown indicated that a Book Drop-and-Swap is tentatively postponed due to the COVID-19 emergency closures affecting the community.

When asked to discuss Personnel Committee, Mrs. Hauser reported there was a meeting on 4/20 in which comp time was discussed. Additionally, when asked to discuss programming, Ms. Hauser indicated that all programs and meetings will be cancelled through August; however, the committee is considering ways in which they can provide virtual programming during this time.

In the President's Report, Mr. Clark discussed the status of the Library Director search. With that, the board discussed old business in which the emergency closure may affect the hiring timeline of a new library director. Therefore, it was resolved that, in the interim, the board agreed for Mr. Clark to sign the December agreement with Ms. Hauser to extend her provisional appointment until August 1<sup>st</sup>, 2020 or until a new director is hired, whichever comes first. Mrs. Pesses made a motion to accept this resolution, with a second motion made by Mrs. Shrader. The board approved with "aye".

Mr. Clark asked for a motion to adjourn the meeting at 7:29 PM. Mrs. Pesses made a motion to adjourn, with a second motion made by Ms. Dunn-Brown. The board approved with "aye".

Respectfully submitted,

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Christian Rohrs, Secretary