



Minutes of the Gloversville Public Library Board of Trustees Meeting April 20th, 2021

The Gloversville Public Library Board of Trustees held a meeting on April 20th, 2021. Present were President Charles “Ren” Reed, Vice President Merry Dunn-Brown, Library Director Valerie Acklin, Treasurer Michael Frank, Secretary Christian W. Rohrs, Christine Pesses, Sue Shrader, Richard Carlson, Gregory Niforos, Caren Pepper, and John Mazur.

Mr. Reed called the meeting to order at 6:36 PM. When asked for any public comment, there was none.

Mr. Reed asked for a motion to approve the March minutes. Mrs. Pesses made a motion, with a second motion made by Mr. Mazur. Mr. Reed asked for any discussion. Hearing none, the board approved with “aye.”

Mr. Reed asked Mr. Frank to review the Financial Report for the nine-month period ending March 31st, 2021. Mr. Frank informed the Trustees that our income for the period was down approximately \$8,000 from the same period of the preceding year due to not having received any Bullet Aid from the State and having approximately \$7,000 less in Fine and Miscellaneous Income in the current year. The receipt of \$20,449 this year from the Payroll Tax Credit from the IRS has basically offset the decline in Government Affiliation income and the Fine and Miscellaneous income.

Mr. Frank also informed the Trustees that our expenses for the period were up approximately \$47,200 over last year due primarily to the new maintenance contracts this year that we did not have for the building last year. The increase in payroll and related payroll taxes over the prior fiscal year also increased the expenses for the current year. Mr. Frank also informed the Trustees that included in Miscellaneous Expense this year is a \$5,000 fee paid for a grant application. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mr. Niforos made a motion, seconded by Mrs. Shrader, to accept the Financial Report as presented. This was approved all voting “aye.”

The 2021-2022 Gloversville Public Library budget was presented to the public for discussion by Mr. Niforos. He directed those interested to the Library’s website for further information.

Mr. Frank distributed the Warrants list for April 2021, numbered 2316 through 2355, 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. Mrs. Pesses made a motion, seconded by Ms. Pepper, to approve the Warrants and to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting “aye.”

Mr. Reed asked Mr. Frank to report on behalf of the Foundation. Mr. Frank informed the Trustees that the Foundation Board had not met yet this year, but that he was planning a Finance Committee meeting in May and a full Board meeting in June.

Mr. Reed delivered a report of the Friends of the Library, submitted by Mrs. Jean La Porta. Mrs. La Porta reported that the Smith’s Pie fundraiser was a great success. The number of pie orders was 250, which is their best effort to date. The April issue of the Friends’ newsletter should be out this month, and information for the 2021 Friends’ Scholarship will be provided to the high school guidance office this month. Mrs. La Porta also noted the Spaghetti Dinner fundraiser at the Italian Bistro is scheduled for May 19th. Please contact Kathy Konakov or

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Valerie Acklin
Library Director

2020-2021
Board of Trustees

Merry Dunn Brown

Richard Carlson

John Mazur

Greg Niforos

Caren Pepper

Christine Pesses

Charles Reed

Christian Rohrs

Susan Schrader

Patty Franco for tickets (\$8.00 each). Also, information for the 2021 Basket Raffle will be available soon. Previous donors will be contacted to see if they wish to donate again; however, more information on how to become a new basket donor can be obtained by contacting Nancy Krawczeski or Mrs. La Porta. The next Friends meeting will be May 5th, 2021. The board thanks Mrs. La Porta and the Friends for everything they've done for the library.

Mr. Carlson delivered a report on behalf of the Buildings and Grounds Committee. Topics discussed included the leaks in the Mechanical Room and Youth Services, repair to the rear entry door handle, installation of rear and front patron counters, parking lot tree removal and fence repair, all of which can be found in the March 2021 Board Packet. However, Mr. Carlson reported, that while books no longer need to be quarantined, staff will continue to sanitize surfaces. Mr. Carlson is also working with the Friends for a grounds clean-up plan.

Mrs. Pesses reported on behalf of the Policy Committee. There was a first reading of the following policies: Computer and Internet, Meeting Room, and Tutoring. Mrs. Pesses also indicated that a second reading of the Homebound Services, Local History Room, and Pandemic policies had been conducted. Mr. Reed requested a motion that the aforementioned policies be accepted. Ms. Dunn-Brown made a motion, seconded by Mr. Carlson. The board approved with "aye."

Ms. Dunn-Brown delivered a report for the Outreach Committee. She acknowledged a potential for events in the late summer/early fall, particularly with the Adirondack Wine & Food Festival. Mr. Niforos suggested participation with Food Truck Friday on April 30th.

Mrs. Shrader reported on behalf of the Personnel Committee. Per the committee, copies of the Director Evaluation will be delivered via email on April 29th. These must be printed and sent back to Mr. Niforos by May 15th.

When asked to discuss the Director's Report, Ms. Acklin mentioned grants that she and librarian Barb Madonna reviewed regarding provisional positions and/or provisional positions.

In the President's Report, Mr. Reed reported that he did not have a specific report.

When asked if there was any New Business, Ms. Acklin wanted to inform the public of the end of MVLS quarantine of materials starting May 1st. The blanket rescission of fines will continue, despite the end of quarantine. Mr. Reed noted that "fine free" refers to "late fees" (e.g. replacement of materials instead of charging tardiness).

Mr. Frank informed the Trustees that with the decline in our income during the First Quarter of 2021 the Library was eligible for additional payroll tax credits from the Federal Government. Each quarter of 2021 will be calculated separately instead of on an accumulated basis as it was in 2020. Each employee, on a quarterly basis, will qualify for up to \$10,000 of wages and medical insurance as a base and 70% of that amount will be eligible for a payroll tax credit or it can also be refunded. Mr. Frank informed the Trustees that our credit for the First Quarter of 2021 is \$66,021.40. This will be used to pay our payroll taxes until it is used up. If we qualify again for the Second Quarter of 2021 we will ask for a refund.

At 8:23, Mr. Reed asked for a motion to adjourn. Mrs. Pesses made a motion, with a second motion made by Mr. Mazur. The board approved with "aye."

Respectfully submitted

Christian W. Rohrs