



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

August 18, 2020

The Gloversville Public Library Board of Trustees held a meeting on August 18, 2020 at 6:30 PM via Zoom Conferencing. Present were President Charles “Ren” Reed, Vice President Merry Dunn-Brown, Library Director Valerie Acklin, Treasurer Michael Frank, Secretary Christian W. Rohrs, Christine Pesses, Craig Clark, Sue Shrader, Richard Carlson, Gregory Niforos, and *Leader-Herald*\_reporter Ashley Onyon.

Mr. Reed called the meeting to order at 6:30 PM.

When asked for public comment, there was none.

Mr. Reed asked if there was any discussion regarding the July minutes. Hearing none, Mr. Reed asked for a motion to accept the minutes as presented. Mrs. Pesses made a motion, with a second motion made by Mrs. Shrader. The Board approved the minutes with a vote of “aye.”

Mr. Reed asked if there was any question or comment regarding the July Organizational Meeting minutes. Mrs. Pesses noted that the frames which held the portraits of former Board members have been up for sale; however, there haven’t been any requests, nor bids. Upon hearing this, Mr. Reed asked for a motion to approve the minutes. Mrs. Pesses made a motion, with a second motion made by Mr. Rohrs. The Board approved the motion with “aye.”

Mr. Reed asked Mr. Frank to review the Financial Report for the month July 2020. Mr. Frank informed the Trustees that our income for the month was below last year by approximately \$1,400 due to having very little in Fine and Lost Book income this year, as a result of our limited service to the public. Mr. Frank also informed the Trustees that our expenses for the month were up approximately \$24,500 over last year due to having paid our Building and Contents insurance earlier this fiscal year and the new Maintenance Contracts for this year that we did not have for the building last year. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mrs. Pesses made a motion, seconded by Ms. Dunn-Brown, to accept the Financial Report as presented. This was approved, all voting “aye.”

Mr. Frank distributed the Warrants list for August 2020 numbered 2147 through 2169, 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. Dunn-Brown, 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 delivered a report from the Friends of the Library on behalf of Mrs. Jean La Porta. The chicken barbecue tickets for September 18 have been mailed out to Friends. Tickets are available by contacting Barbara Reppenhagen and Marion Clemente, and tickets are \$12.00. Also, donated raffle baskets should be turned in at the library starting August 10. Eighteen baskets have been submitted so far. The theme of this basket raffle is “What a Year” and raffle tickets are \$1 each, or 6 for \$5.

Valerie Acklin  
Library Director

2020-2021  
Board of Trustees

Merry Dunn Brown

Richard Carlson

Craig Clark

Greg Niforos

Christine Pesses

Charles Reed

Christian Rohrs

Susan Schrader

Mrs. La Porta also noted that eight volunteers worked hard on the morning of July 29 for the monthly grounds clean-up. They spread 20 bags of mulch along the Fremont St. side of the property. Some volunteers trimmed the bushes along the exit route, while others weeded and picked up litter. The grounds are looking well, except for the trouble spot on the right of the exit. Mrs. La Porta would like to thank all who volunteered. They plan to meet again on August 26<sup>th</sup> (weather permitting). Mrs. La Porta would like to thank Linda Fisher, who created and donated two floral wreaths to adorn the rear entry.

Mr. Reed asked for an update from the GPL Foundation. Mr. Frank informed the Trustees that the Foundation had not met since the last meeting of the Board of Trustees of the Library. Mr. Frank also informed the Trustees that the Foundation was paying down the term loan with NBT Bank by \$175,000 with funds from our Money Market Account at NBT Bank and funds from the Money Market Account with Morgan Stanley. This will reduce the outstanding principal balance on the loan to approximately \$756,000. Mr. Frank also informed the Trustees that after the last Littauer Foundation payment expected in January 2021, the balance should be approximately \$610,000.

Mr. Reed asked for an update from the Building and Grounds Committee. Mr. Carlson noted that there had been two meetings. Some leak issues have been noted and addressed; however, Mr. Carlson requested the Board receive quotes of up to \$1,000 from firms to re-mulch the embankment by the Fremont St. exit. Mr. Reed asked for discussion. Hearing none, Mr. Reed made a motion, with a second motion made by Mrs. Pesses. The Board voted in favor with "aye."

Mr. Reed asked for an update from the Outreach Committee. Ms. Dunn-Brown noted that the Fulton County Chamber of Commerce would like to assemble welcome bags for new residents and new patrons; therefore, the library will provide pencils, bookmarks, etc. for the new resident bags.

Mr. Reed asked for an update from the Personnel Committee. It was reported that the Personnel Committee would like to have a meeting to discuss the Plan of Service.

Mr. Reed requested a report from the Program Committee. Ms. Acklin noted that she had met with staff to set goals and the plan will be upcoming. Mr. Reed would like to commend them for programming during the 2019-2020 year, and would like to commend the committee and participants for all of the virtual programming offered during closure.

Mr. Reed asked for a report from the Public Relations Committee. Mr. Rohrs noted that they had not yet met; however, he would like to set a time to meet to discuss offering services to students affected by the remote or hybrid model instructional plans set forth by local school districts.

Ms. Acklin delivered her Director's Report. She noted that the opening has been going well, and there has been a steady flow of patrons who have been good-natured and cooperative considering the parameters of social distancing, etc. Ms. Acklin noted the challenge of building sanitation and the efforts needed by each staff member.

Mr. Reed delivered the President's Report. He requested all committee reports be sent directly to Mr. Rohrs. Mr. Reed also requested that any Board members who ask for staff assistance for special projects please clear said requests with Ms. Acklin. He noted that there was one letter of interest so far to fill the Board vacancy; therefore, he, Mrs. Pesses, and Ms. Dunn-Brown will move forward to interview the candidate to fill the vacant Board position, with an anticipated recommendation for the September meeting.

Mr. Reed asked if there was any old business to discuss. There was none.

Mr. Reed asked if there was any new business to discuss. Ms. Acklin requested the Board go into Executive Session at 7:49 PM. Mr. Reed asked for a motion. Mrs. Pesses made a motion, with a second motion made by Mrs. Shrader. The Board approved with "aye."

At 8:30 PM, Mr. Reed asked for a motion for the Board to leave Executive Session. Mrs. Pesses made a motion, with a second motion made by Ms. Dunn-Brown.

At 8:31 PM, Mr. Reed asked for a motion to adjourn. Mrs. Pesses made a motion, with a second motion made by Mr. Rohrs. The Board approved with "aye."

Respectfully submitted,

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Christian W. Rohrs