



Minutes of the Gloversville Public Library Board of Trustees Meeting February 16, 2021

The Gloversville Public Library Board of Trustees held a meeting on February 16, 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, Susan Schrader, Richard Carlson, Gregory Niforos, Caren Pepper, John Mazur, and *The Leader-Herald* reporter Ashley Onyon.

Mr. Reed called the meeting to order at 6:30 PM. When asked for any public comment, there was none.

Mr. Reed asked for a motion to approve the January minutes. Mrs. Pesses made a motion, with a second motion made by Ms. Dunn-Brown. Mr. Reed asked for any discussion. Hearing none, the board approved the January minutes with "aye."

Mr. Reed asked Mr. Frank to review the Financial Report for the seven-month period ending January 31, 2021. Mr. Frank informed the Trustees that our income for the period was down approximately \$14,600 from the same period of the preceding year, due to not having received the funds from the Friends yet this year and not having any donations from the Foundation yet this year. Mr. Frank informed the Trustees that only a small amount of donations had been received by the Foundation to be passed on to the Library and that he would be doing it before June 30, 2021. The receipt of \$20,449 this year from the Payroll Tax Credit from the IRS has basically offset the decline in government affiliation income. Mr. Frank also informed the Trustees that our expenses for the period were up approximately \$27,000 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 asked the Board for any questions or comments on the Financial Report. Hearing none, Mr. Carlson made a motion, seconded by Ms. Pepper, to accept the Financial Report as presented. This was approved, all voting "aye."

Mr. Frank distributed the Warrants List for February 2021, numbered 2268 through 2294, 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. Schrader made a motion, seconded by Mr. Niforos, 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 reported there had not been a meeting.

Mr. Reed delivered a report from the Friends of the Library, submitted by Mrs. Jean La Porta. The March 4th meeting is still on, and the Smith's Pie Sale is still on. Orders must be turned in by March 25th. Pie pick up will be April 12th, in the library parking lot from 11:30 AM until 1 PM. Articles for the March Friends' Newsletter must be emailed to Jen Wojeski by March 15th. It is requested that any submissions include the subject line "For Friends April 2021 Newsletter". As always, the membership drive is ongoing and if anyone had not had a chance to renew their membership, they may do so at their convenience.

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

Mr. Carlson delivered a report on behalf of the Buildings and Grounds Committee. Mr. Carlson reported that they had their monthly meeting, and there had been discussion regarding the Friends of the Library and plans for spring maintenance and beautification. Ms. Dunn-Brown indicated that nine people had volunteered so far. Mrs. Shrader also noted that materials such as grass seed, mulch, etc. would be needed.

Mrs. Pesses reported on behalf of the Policy Committee. Despite some rescheduling, the Policy Committee was due to meet on February 23rd to review several policies.

Ms. Dunn-Brown delivered a report for the Outreach Committee. Mr. Rohrs acknowledged the combined work of both Outreach and Public Relations Committees and suggested a combined report be submitted to the minutes. Ms. Dunn-Brown noted that there had been discussion regarding the budget vote. Both committee chairs acknowledged the positivity and proactivity with which the Library has approached community business during COVID-19 closure mandates.

Mrs. Shrader reported on behalf of the Personnel Committee. She noted that there had not been a meeting; however, the committee needs to meet to update the employee handbook.

When asked to discuss the Program Committee, Ms. Acklin noted that the Library's efforts in reaching the community have remained steady, although participation remains inconsistent. As it stands, programs are tentatively planned for the summer months including, but not limited to, a story walk and use of city grounds such as the gazebo.

In her Director's Report, Ms. Acklin was pleased to announce she removed Mr. Sonny Duross from his probationary status with Civil Service.

Similarly, in his President's Report, Mr. Reed was pleased to announce that he had removed Ms. Acklin from her probationary status with Civil Service. The board congratulates both Mr. Duross and Ms. Acklin.

When asked if there was any Old Business, Mrs. Pesses inquired about Ms. Barbara Madonna's work in the months of January and February. Ms. Acklin summarized Ms. Madonna's reports for those months. Ms. Acklin also noted that the room signs and room naming plaques were on order, as well as the plaques for the Wall of Honor. Ms. Acklin also informed the Board that the Civil Service office was fully back to work and she was anticipating a start on the paperwork for a part-time maintenance worker and a part-time program coordinator.

When asked if there was any new business, Ms. Acklin acknowledged that Board election packets for anyone interested in running for the Board are available at the Library, and that appropriately-signed petitions are due April 2nd. Similarly, Ms. Acklin reported she is looking for poll workers. Mrs. Shrader thanked the library staff for helping with the new Code Blue Shelter on East Fulton Street. Ms. Dunn-Brown thanked the library staff for "thinking outside the box" in the way they reimagined programming during the past year.

Ms. Acklin shared two letters—one of concern, and one of praise—with the Board. It is noted that public feedback regarding the Library is both necessary and appreciated.

At 7:49, Mr. Reed asked for a motion to adjourn. Mr. Mazur made a motion, with a second motion made by Mrs. Pesses. The board unanimously approved the motion with a vote of "aye".

Respectfully submitted,

Christian W. Rohrs