



Barbara Madonna
Library 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

July 16, 2019

The Gloversville Public Library Board of Trustees held a meeting on July 16, 2019 in the Large Meeting Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:50 P.M. immediately following the Organizational Meeting.

The following trustees were present: Susan Shrader, Greg Niforos, Christian Rohrs, Frank Carangelo, Craig Clark, Christine Pesses, Charles Reed and Merry Dunn Brown. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Nicole Hauser, Librarian I, Jean La Porta, President of the Friends of the Gloversville Public Library, and John Blackmon, Claims Auditor for the Gloversville Public Library also attended the meeting.

Mr. Clark, President of the Board of Trustees, opened the regular meeting by leading the Trustees in the Pledge of Allegiance.

Mr. Clark asked if there was anything anyone from the public wished to present at this time. Mr. Blackmon mentioned that the noise from the air conditioning in the Carnegie Room is overpowering when someone is trying to speak. Ms. Madonna stated that the architect and engineer would be visiting at the end of the month to assess the issue. Ms. Madonna also said that there was little that could be done except to try to make the volume louder on the microphone if being used or set the set point temperature so high that the system does not start, but that will mean that the room is too warm. The Regular Meeting was then convened.

Mr. Clark asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on June 18, 2019. Mr. Clark asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. Reed made a motion, seconded by Mr. Carangelo, to approve the minutes of the meeting as presented. This motion was approved all voting aye.

Mr. Clark asked Mr. Frank to review the Financial Report for the month of June 2019 and the fiscal year ending June 30, 2019. Mr. Frank informed the Trustees that our income for the year was down approximately \$17,800 from last year due primarily to the decrease in the funds received from the Gloversville Library Foundation of \$50,000. In the prior fiscal year, the Foundation gave the Library an additional amount that was not budgeted in order for the Library to pay current expenses. This was partially offset by the increase in the tax levy. Expenses for the fiscal year ending June 30, 2019 are up approximately \$97,700 due to higher salaries and salary related benefits, higher Computer and Automation Services, higher Library Supplies, higher Insurance Expense, higher Utilities, higher Telephone Expense, higher Maintenance and Repairs and higher General Expense which have been offset by lower Rent Expense in the current year due primarily to the time involved with moving back into the Library building and the expenses involved with the temporary location in the prior year. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mr. Reed made a motion, seconded by Mrs. Shrader, to accept the Financial Report as presented. This was approved all voting aye.

Mr. Frank distributed the Warrants list for July 2019 numbered 1811 through 1839 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. Ms. Dunn Brown made a motion, seconded by Mr. Rohrs, to approve the Warrants and to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting aye.

At this point in the meeting Mrs. Pesses asked to be excused.

Mrs. La Porta informed the Trustees that the Friends had chosen a scholarship recipient from this year's senior class at Gloversville High School and that the scholarship had been awarded. Mrs. La Porta also informed the Trustees that the Friends would be holding an ice cream social at the Library on July 19th, a chicken barbeque at Whitey's on September 20th and a basket raffle in September with the drawing at the end of Friends week on October 26, 2019. Baskets to be raffled will be taken in from August 19th to August 23rd. Mrs. La Porta also informed the Trustees that the Friends would provide money for a concert during Friends week in October. Mrs. La Porta also informed the Trustees that the Friends will be holding a book sale from October 3rd to October 5th. Mrs. La Porta also informed the Trustees that the Friends next meeting will be on August 1, 2019.

Mr. Frank informed the Trustees that the Foundation Finance Committee held a meeting on June 19, 2019 at Jay Wood's office and that the Foundation held a regular Board meeting on June 26, 2019 in the large meeting room at the Library.

Mr. Carangelo informed the Trustees that the Building and Grounds Committee had submitted the plan for the new parking to the City Planning Board which would give us approximately 26 additional parking spaces for patrons and employees. Mr. Carangelo informed the Trustees that the City had approved the plan prepared by architect Steve Smith. Mr. Carangelo also informed the Trustees about several other issues that are being attended to with the building and grounds.

Ms. Madonna informed the Trustees that Mr. Carangelo had submitted some additional changes for the Patron Borrowing Policy and that the AD HOC Policy Committee will review and make these suggested changes and present it again at the August 2019 Trustee's meeting for the second reading.

Ms. Dunn Brown informed the Trustees that the Outreach Committee had three events planned in August and that the Committee was working on purchasing an Event Tent which would make a nice visible spot for our attendance at the various events that are held outdoors.

Ms. Madonna informed the Trustees that there was nothing new to report from the Personnel Committee.

Mr. Reed informed the Trustees that the Program Committee had not met since the last Trustees meeting but that a busy summer was going on with good attendance at programs.

Ms. Dunn Brown reported that the Public Relations Committee had not met since the last Trustee's meeting.

Ms. Madonna informed the Trustees that NBT Insurance Agency had been able to get our insurance coverage switched to match our fiscal year which will make budgeting easier for the Finance Committee.

Mr. Clark informed the Trustees that he had nothing to report for the President's Report.

Mr. Clark asked if there was any old business to come before the meeting. Hearing none, Mr. Clark asked if there was any new business to come before the meeting. Mr. Rohrs and Mr. Clark informed the Trustees that Richard Carlson had applied and been interviewed for the vacant Trustees position and that the Committee felt that he would be a good addition to the Board of Trustees. Ms. Dunn Brown made a motion, seconded by Mr. Carangelo, to approve Richard Carlson as a Board member to serve until the next election in May 2020. This motion was approved all voting aye.

Mr. Clark asked if there was any other new business to come before the meeting. Hearing none, Mr. Reed made a motion to adjourn the meeting at 7:50 PM. This motion was seconded by Mrs. Shrader and approved all voting aye.

The next meeting of the Board of Trustees will be held on Tuesday August 20, 2019 at 6:30 PM. at the Library Building at 58 East Fulton Street, Gloversville, New York.

Christian Rohrs
Secretary