



Gloversville Public Library  
Meeting of the Board of Trustees  
34 WEST Fulton Street  
June 20, 2017  
6:30pm

Pledge to the Flag  
Public Comment

Advocacy training: Walk-thru of Children's Room

1. Accept minutes of the May 2017 meeting
2. Treasurer's Report
3. Budget and Finance  
Warrant
4. Friends
5. Building and Grounds  
Report by UW Marx, Construction Manager  
Resolution for Special Inspections  
Affirmative Action Office review (CFA SHPO grant)
6. AD HOC Steering Committee
7. AD HOC Policy
8. Personnel Committee  
Account Clerk/Typist  
Library Clerk  
Summer Assistant
9. Program Committee
10. Public Relations Committee
11. Director's Report
12. President's Report  
Trustee training July 19<sup>th</sup>
13. Foundation
14. Old Business  
Tax Freeze
15. New Business  
Laser checks for Quickbooks
16. Adjourn

Next Meeting: July 18, 2017 6:30 pm Organizational meeting followed by regular meeting  
Wednesday, July 19<sup>th</sup> Trustee Training: Advocacy and Community Engagement



## Draft Minutes of the Gloversville Public Library Board of Trustees Meeting May 16, 2017

The Gloversville Public Library Board of Trustees held a meeting on May 16, 2017 in the Meeting Room at the Library's temporary location, 34 W. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Lisa Buggeln, Brian Mazza, Robin Lair, Elizabeth Batchelor, Merry Dunn Brown, Jay Ephraim, Craig Clark, and Christine Pesses. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Nicole Hauser, Librarian I, Frank Carangelo, Trustee Elect, and John Blackmon, Claims Auditor for the Gloversville Public Library, also attended the meeting. Wanda Prew was excused from the meeting.

Mrs. Pesses, President of the Board of Trustees, opened the meeting by leading the Trustees in the Pledge of Allegiance.

Mrs. Pesses asked if there was anything anyone from the public wished to present at this time. Hearing nothing, the regular meeting was convened at this point.

Mrs. Pesses asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on April 18, 2017. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. Clark made a motion, seconded by Ms. Dunn Brown, to approve the minutes of the meeting as presented. This motion was approved all voting aye.

Mrs. Pesses asked Mr. Frank to review the Financial Report for the month of April 2017 and the ten month period ending April 30, 2017. Mr. Frank informed the Trustees that our income for the year to date is up approximately \$59,800 from last year due primarily to the increase in the Tax Levy. This was partially offset by lower income from the Gloversville Library Foundation as planned as the Foundation is holding back funds to pay for borrowing costs related to the Master Renovation Plan. Expenses this year are up approximately \$32,200 from the prior year period primarily due to the higher salary expense related to raises given to the employees effective July 1, 2016 and higher pension costs in the current year. The Computer and Automation line is also up from last year due to new computers purchased for the Children's Room. These increases were partially offset by lower medical insurance expense due to fewer employees in the plan in the current year and lower utilities due to a change in our provider. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mrs. Buggeln made a motion, seconded by Mrs. Lair, to approve the Financial Report as presented. This was approved all voting aye.

Mr. Frank distributed the Warrants list for May 2017 numbered 905 through 939 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. Buggeln made a motion, seconded by Mr. Mazza, to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting aye.

Ms. Madonna informed the Trustees that the Board of Trustees needed to repeal the Tax Cap Override Resolution previously passed since we did not ask for an increase in the Tax Levy. The Trustees agreed to Table this until the June 2017 meeting.

In Mrs. LaPorta's absence, Mrs. Pesses reminded the Trustees that the Friends will be having their barbecue on May 19, 2017 with a rain date of May 20, 2017 and that help would be appreciated between 5 and 7 PM. Anyone willing to help should contact Jean directly.

At this point in the meeting, Ms. Madonna introduced Lisa Hayes and Steve Rowland from Butler Rowland Mays Architects, LLP and Jeff West from UW Marx. Mrs. Hayes reviewed the bids received for the Master Renovation Plan and presented the low bidders for each of the five contracts for approval. Ms. Batchelor made a motion, seconded by Ms. Dunn Brown to authorize Mrs. Pesses, President of the Gloversville Public Library Board of Trustees, to sign and execute contracts for the Additions and Renovations to the Gloversville Public Library building, 58 East Fulton Street, Gloversville, New York 12078 with: Rozell East, Inc. for Contract No. 2 for Plumbing for a total lump sum of \$270,000.00, SRI Fire Sprinkler for Contract No. 3 for Fire Protection for a total lump sum of \$129,600.00, and with DLC Electric, LLC for Contract No. 5 for Electric for a total lump sum of \$592,000.00 effective May 1, 2017, the date of the letters of intent, and to sign contracts with Bunkoff General Contracting, Inc. for Contract No. 1 for General Construction for a total lump sum of \$5,120,000.00 and Mazone Plumbing and Heating for Contract No. 4 for HVAC for a total lump sum of \$732,178.00, but to wait to execute them until the Library receives the next round of approvals from NYS pertaining to the NYS Consolidated Funding

58 East Fulton Street, Gloversville, New York 12078

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Barbara Madonna  
Library Director

2016-2017  
Board of Trustees

Elizabeth Batchelor

Merry Dunn Brown

Lisa Buggeln

Craig Clark

Vincent DeSantis

Patricia Donovan

Jay Ephraim

Robin Lair

Brian Mazza

Christine Pesses

Wanda Prew

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Application awards with the New York State Office of Parks, Recreation and Historic Preservation, #151270 and #163451. This motion was approved all voting aye.

Ms. Batchelor informed the Trustees that the Steering Committee would be sending out a newsletter to all donors reporting on the progress of the Campaign and the start of the construction work at the Library. Ms. Batchelor also reminded the Trustees about the Kick-Off Celebration planned at the Library for 6 PM on Thursday. Ms. Dunn Brown informed the Trustees that the Alumni Committee had now gone over the \$101,000 mark in raising funds for the project.

Ms. Madonna informed the Trustees that she has found a good candidate to work as a Summer Assistant for the summer. Ms. Madonna informed the Trustees that Natalia Umaña from Northville will be starting on June 6, 2017 and will be working approximately 9 1/2 to 12 hours per week. She also informed the Trustees that she would be offering a position as a part-time Library Clerk to Barbara Hemstreet from Johnstown to work afternoons and evenings at the Adult Circulation Desk.

Ms. Dunn Brown informed the Trustees that she has people lined up to help with the next two adult craft programs.

Mr. Ephraim informed the Trustees that the Public Relations Committee had been promoting the Library's move and that most regular users of the Library had been returning. The Committee also is planning to keep the Public informed as construction progresses. Mr. Ephraim also informed the Trustees that the Committee had done a patron survey and that it appeared that free advertising seemed to work better than paid advertising for the Library. Mr. Ephraim also informed the Trustees that pictures of the renovation work as it progresses will be posted on Facebook.

Ms. Madonna handed out a schedule of Summer Programming to be held at the Library with the main program theme being "Build a Better World".

Mrs. Pesses thanked Mr. Ephraim and Ms. Dunn Brown for taking over the garage sale in her absence. Ms. Dunn Brown reported that over \$700 was raised from the sale. Ms. Dunn Brown commented that six football players from the High School and their coach had helped with furniture moving, etc. Mr. Mazza said that he felt this was a good community project for the help received with cleaning out the Library.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last Trustee's meeting.

Mrs. Pesses asked if there was any old business to come before the meeting. Hearing none, Mrs. Pesses asked if there was any new business to come before the meeting. Ms. Madonna informed the Trustees that we needed to certify the Election Results. The results were as follows: Chris Pesses 83 votes – 5 year term, Frank Carangelo 79 votes – 5 year term, Craig Clark 66 votes – 3 year term, Brian Mazza 59 votes – 1 year term and Wanda Prew 56 votes – not elected. A motion was made by Mrs. Lair, seconded by Mr. Mazza, to approve the election results. This motion was approved all voting aye.

Ms. Dunn Brown made a motion to adjourn the meeting at 7:30 PM. This motion was seconded by Mr. Mazza and approved all voting aye.

The next regular meeting of the Board of Trustees will be held on June 20, 2017 at 6:30 PM.

Michael J. Frank  
Recording Secretary

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Lisa Buggeln  
Secretary

**GLOVERSVILLE PUBLIC LIBRARY**

**MONTH AND YEAR-TO-DATE INCOME REPORT AND CASH RECONCILIATION**

**MAY 2017**

	<u>Budget July 1, 2016 to June 30, 2017</u>	<u>Amount Received Curr. Month</u>	<u>Amount Received Current Year to Date</u>	<u>Amount Received Prior Year to Date</u>	<u>Remaining Balance to be Received Curr. Year</u>
Tax Levy	\$393,695.00	\$0.00	\$393,695.00	\$276,321.00	\$0.00
Investment Income	200.00	7.03	233.28	65.26	(33.28)
Gloversville Library Foundation Inc. - Int. & Div.	63,910.00	0.00	63,910.00	124,033.37	0.00
Gloversville Library Foundation Inc. - Don. Reg.	10,000.00	45.00	10,305.00	4,468.00	(305.00)
Government Affiliations	7,000.00	0.00	8,120.00	7,001.00	(1,120.00)
Fines & Miscellaneous Income	13,000.00	1,260.14	13,920.70	10,741.86	(920.70)
U.S. Treasury - Medical Ins. Credit Refunds	6,000.00	0.00	0.00	7,399.15	6,000.00
Friends of the Gloversville Public Library, Inc.	<u>10,000.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>
<b>TOTAL RECEIPTS</b>	<u><b>\$503,805.00</b></u>	<u><b>\$1,312.17</b></u>	<u><b>\$500,183.98</b></u>	<u><b>\$440,029.64</b></u>	<u><b>\$3,621.02</b></u>
	<u>Income Cash Reconcilement</u>				
Income Cash Balance on May 1, 2017	<u>\$436,090.74</u>				
Plus: Receipts Per Report	1,312.17				
Less: Expenses Per Report	<u>37,436.30</u>				
Income Cash Balance on May 31, 2017	<u><u>399,966.61</u></u>				
Accounts Payable as of 05/31/17	0.00				
Prepaid Expenses as of 05/31/17	<u>(5,636.07)</u>				
Actual Cash Balance on May 31, 2017	<u><u>\$394,330.54</u></u>				

Prepared By,  
Michael J. Frank, Treasurer

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Submitted By,  
Craig Clark, Vice President of Finance

**GLOVERSVILLE PUBLIC LIBRARY**  
**OTHER LIBRARY BANK ACCOUNTS**

**BUILDING FUND MONEY MARKET ACCOUNT**

Balance on May 1, 2017	\$15,754.87
Plus: Receipts:	
Interest on Money Market Account	0.23
Less: Paid Outs:	
City of Gloversville - Building Permit	496.00
Fulton County Center for Regional Growth - Rent	<u>5,000.00</u>
Balance on May 31, 2017	<u><u>\$10,259.10</u></u>

**CONSTRUCTION CHECKING ACCOUNT**

Balance on May 1, 2017	\$152,533.77
Plus: Receipts:	
Interest Earned	2.18
Less: Paid Outs:	
U W Marx - Construction Management	33,650.00
Adirondack Cabling, Inc. - Refunded in June (Part of CRG Bill)	7,518.82
Butler Rowland Mays Architects, LLB - Bid Documents, etc.	<u>17,607.80</u>
Balance on May 31, 2017	<u><u>\$93,759.33</u></u>

**AMAZON SMILE SAVINGS ACCOUNT**

Balance on May 1, 2017	\$50.00
Plus: Receipts:	
Donations	12.04
Less: Paid Outs:	
None	<u>0.00</u>
Balance on May 31, 2017	<u><u>\$62.04</u></u>

**GLOVERSVILLE PUBLIC LIBRARY**

**MONTH AND YEAR-TO-DATE COMPARISON EXPENSE REPORT**

**MAY 2017**

	Budget July 1, 2016 to June 30, 2017	Amount Expended Curr. Month	Amount Expended Current Year to Date	Amount Expended Prior Year to Date	Current Year Unexpended Balance
Salaries - Full Time Employees	\$187,032.00	\$ 15,585.98	\$ 171,445.78	\$ 154,381.37	\$15,586.22
Salaries - Part Time Employees	52,902.00	3,485.70	33,551.22	45,849.39	19,350.78
Salaries - Custodians	25,507.00	2,125.60	23,381.60	22,923.12	2,125.40
F I C A & Medicare Tax	20,306.00	1,608.38	17,365.11	17,071.31	2,940.89
Unemployment Insurance	725.00	0.00	698.00	703.00	27.00
Disability Insurance	500.00	0.00	395.40	417.65	104.60
Medical Insurance	46,053.00	2,771.04	27,661.10	28,791.04	18,391.90
Pension Expense	30,000.00	0.00	19,680.50	6,057.25	10,319.50
Heat	9,000.00	323.39	4,451.39	5,664.86	4,548.61
Electricity	8,500.00	295.52	3,980.30	7,906.38	4,519.70
Telephone	2,880.00	1,168.29	3,593.27	2,627.48	(713.27)
Insurance	12,500.00	(930.05)	10,364.75	11,150.95	2,135.25
Books, Periodicals, etc.	46,500.00	1,536.32	40,903.62	41,338.03	5,596.38
Computer & Automation Services	16,000.00	570.25	21,322.41	9,483.01	(5,322.41)
Library, Building & Office Supplies	10,000.00	832.76	8,937.83	7,351.10	1,062.17
Maintenance & Repairs	9,000.00	5,442.36	10,679.74	4,833.02	(1,679.74)
Treasurer & Recording Secretary	8,400.00	700.00	7,700.00	6,800.00	700.00
Professional Fees	5,000.00	0.00	2,098.75	(297.50)	2,901.25
Election Expense	1,000.00	737.99	953.02	1,092.48	46.98
Professional Meetings & Travel	3,000.00	251.99	2,027.05	2,608.11	972.95
Events & Programming	4,500.00	541.82	3,663.12	2,257.99	836.88
Promotion Expense	2,500.00	346.96	3,064.53	4,809.48	(564.53)
General Expense	2,000.00	42.00	3,373.52	1,036.20	(1,373.52)
<b>TOTAL EXPENSE</b>	<b><u>\$503,805.00</u></b>	<b><u>\$37,436.30</u></b>	<b><u>\$421,292.01</u></b>	<b><u>\$384,855.72</u></b>	<b><u>\$82,512.99</u></b>

**GLOVERSVILLE PUBLIC LIBRARY**

**CHECK AND CASH DISBURSEMENTS**

**MAY 2017**

<u>Check No.</u>	<u>Warrant Number</u>	<u>Payee</u>		<u>Fund</u>
DM		E F T United States Treasury (2,479.24)	\$776.62	FICA & Medicare Expense
			1,702.62	Payroll
5364		Gloversville Public Library	7,577.60	Payroll
5365	905	Barbara J. Madonna	576.80	Petty Cash
5366	906	Frontier Communications	1,168.29	Telephone
5367	908	National Grid (618.91)	323.39	Heat
			295.52	Electric
5368	908	Michael J. Frank	700.00	Treasurer & Rec, Sec.
5369	909	Baker & Taylor Books	749.43	Books
5370	910	The Paul Revere Life Insurance Company	278.54	Medical Insurance
5371	911	United Healthcare	29.75	Medical Insurance
5372	912	M V P Health Care, Inc.	1,891.84	Medical Insurance
5373	913	Business Card (1,264.89)	20.00	Computer & Automation
			98.96	Promotion Expense
			804.11	Maintenance & Repairs
			341.82	Events & Programming
5374	914	Martin W. Krempa	1,700.00	Maintenance & Repairs
5375	915	Johnstown Public Library	14.90	Fines, etc.
5376	916	Barbara J. Madonna (08.49)	75.44	Professional Meetings & Travel
			33.05	Library Supplies
5377	917	Mohawk Valley Library System (573.00)	550.25	Computer & Automation
			22.75	Books
5378	918	Fulton Montgomery Reg. Chamber of Commerce (252.00)	42.00	G/E - Dues
			210.00	Prepaid Expense
5379	919	Board of Water Commissioners	118.53	Maintenance & Repairs
5380	920	Derby Office Equipment, Inc.	145.00	Maintenance & Repairs
5381	921	Louise Burnett	92.50	Election Expense
5382	922	Mary M. Simone	92.50	Election Expense
5383	923	Mary Ann Frank	92.50	Election Expense
5384	924	Sally A. Fancher	176.55	Professional Meetings & Travel
5385	925	Audio Editions	327.54	A/V - DVDs
5386	926	WCSS/Radio Services	169.00	Promotion Expense
5387	927	Palmateer Trucking & Container Service	159.00	Maintenance & Repairs
5388	928	The Children's Museum at Saratoga	125.00	Events & Programming
5389	929	Adirondack Experience Membership	75.00	Events & Programming
5390	930	Quill Corporation	396.90	Library Supplies
5391	931	The Leader-Herald (539.49)	79.00	Promotion Expense
			460.49	Election Expense
5392	932	James Esper Landscaping	2,500.00	Maintenance & Repairs
5393	933	Mohawk Valley Library System	316.27	Library Supplies
5394	934	Center Point Large Print	27.60	Books
5395		Gloversville Public Library	8,068.66	Payroll
DM		Oppenheimer Funds - 403b Plan	400.00	403b Plan
DM		E F T NYS & Local Retirement System	427.05	Pension - Withholdings
DM		E F T NYS Tax Department	856.30	Payroll
DM		E F T United States Treasury (2,688.52)	831.76	FICA & Medicare Expense
			1,856.76	Payroll
DM		NBT Bank - Deposit Slips	86.54	Office Supplies
DMS		Jaeger & Flynn Associates, Inc. - Reimbursements	879.20	Medical Insurance
		CHECK AND EFT PAID OUTS - MAY 2017	<u>38,743.33</u>	
		PETTY CASH PAID OUTS - MAY 2017		
		Maintenance & Repairs	15.72	
		Newspapers (Books)	<u>409.00</u>	
		<b>TOTAL MAY 2017 PAID OUTS</b>	<u><b>\$39,168.05</b></u>	
		Less: Prepaid Expense	(210.00)	
		Less: Fines, etc.	(14.90)	
		Less: Worker's Comp Ins Rebate	(930.05)	
		Less: Petty Cash Check	<u>(576.80)</u>	
		<b>NET TO BALANCE TO EXPENSES</b>	<u><b>\$37,436.30</b></u>	

**GLOVERSVILLE PUBLIC LIBRARY**  
**GRANTS AND OTHER ITEMS IN PROCESS**

**LIONS CLUB - BRAILLE GRANT**

Balance as of May 1, 2017			\$1,005.75
Grant Money Received			0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Grant Money Left at May 31, 2017			\$1,005.75

**STEWART'S GRANT**

Balance as of May 1, 2017			\$567.75
Grant Money Received			0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Grant Money Left at May 31, 2017			\$567.75

**ADVOCACY GRANT**

Balance as of May 1, 2017			\$1,350.00
Grant Money Received			0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Grant Money Left at May 31, 2017			\$1,350.00

**WORKFORCE LITERACY GRANT**

Balance as of May 1, 2017			\$193.73
Grant Money Received			0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Grant Money Left at May 31, 2017			\$193.73

**APPROPRIATION FOR FUTURE AUDIT**

Balance as of May 1, 2017			\$4,425.00
Appropriation Provided For In 2016-2017 Budget			0.00
Expenses Paid From Appropriation Funds:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Appropriation Funds Left at May 31, 2017			\$4,425.00

**RESTORATION FUNDS RECONCILEMENT**

Balance as of May 1, 2017			\$3,340.18
Funds Received - Garage Sale			809.00
Expenses Paid From Restoration Funds:	<u>Check No.</u>	<u>Purpose</u>	
None			0.00
Total Expenses			0.00
Balance of Restoration Funds Left at May 31, 2017			\$4,149.18





## Gloversville Public Library

Director's Report: February 2017

Barbara Madonna – Director

May represents a full month in our temporary space. All of our patrons are pleased with the space and comment on how homey it is. They follow up quickly and say that they expect the renovation to be more wonderful, of course (no pressure).

I have often wondered how our monthly stats compare from month to month, not just the same month in the previous year, and with our move this seems to be an ideal opportunity to review from that perspective, so I've added a report that examines March, April and May of 2017. As expected, April was lower than March, but May perked back up again.

Nicole and I also has a very different perspective with our offices in the middle of the public space. I think it gives us a better understanding of how the Library is used and will inform some decisions over the next year before we move back to our 58 East Fulton Street facility. Work with MVLS' new employee, Wade Abbott, Community Engagement and Communications Specialist, on the next plan of service will also be important in this area.

May included an Open House for the community to introduce them to the temporary space at 34 WEST Fulton St and a Kick-Off Celebration at 58 EAST Fulton St to mark the beginning of the renovation.

Working though the paperwork with the contractors and the New York State Office of Parks, Recreation and Historic Preservation was slow during the month. Unfortunately, it is an approval process that must be completed before we can sign contracts with the general contractor or HVAC contractor. This whole project has been has been plodding but we are getting there and expect this hiccup will be no exception.

Summer programming is set, PR has begun, and we hired a library student as a Summer Assistant to aid with programming. Copies of the calendars for June, July and August are attached.

### Meetings

- |          |  |
|----------|--|
| May 2nd  | 1) Charles Wolford, Ambient Environmental<br>2) Tom Rohl, WENT                     |
| May 4th  | 1) Proctor Exam<br>2) Friends of the Library meeting                               |
| May 5th  | 1) Staff meeting<br>2) Nicole, A. Martin, I.S.A.                                   |
| May 10th | MVLS Annual Dinner   |
| May 12th | 1) Staff meeting<br>2) Proctor Exam  |
| May 13th | Open House at 34 West Fulton St  |
| May 16th | 1) Circe Johnson and Nicole Hauser<br>2) Board of Trustees meeting                 |
| May 18th | 1) Matthew Tedesci, Jaeger & Flynn<br>2) Kick Off Celebration at 58 East Fulton St |
| May 19th | 1) Staff meeting<br>2) Pre-construction meeting                                    |
| May 22nd | Karl Stewart, IntegrLED  |
| May 23th | 1) Charles Wolford, Ambient Environmental<br>2) Fire Department walk through       |
| May 24th | 1) Ambient Environmental<br>2) Chris Hopf, UW Marx                                 |
| May 25th | 1) Bonnie Howard   |

May 26<sup>th</sup> 2) Barbara Hempstreet  
3) Dave McFarlane  
Staff meeting

May 30<sup>th</sup> 1) Senator Jim Tedisco  
2) Ron Peters, CEO, Fulton County Center for Regional Growth  
3) Betsy Batchelor  
4) Finance Committee meeting

May 31<sup>st</sup> 1) Proctor exam



## Gloversville Public Library

Children's Room Report: May 2017

Sally Fancher – Head of Children's Services

This May we achieved our goal, which was to have the Summer Reading Program (SRP) calendar set, with solid confirmations from all presenters and performers, by the first week of May. Sonny has created a wonderful bookmark to be distributed at the outreach events. He also designed a great booklet that will be in the SRP bags. This year the theme is "Build a Better World" and we are giving all of the kids "hard hats" and collectively, piece by piece each week, everyone will be building a Lego village. There will be acrobats, magicians, a Jedi Master, sing-alongs, arts and crafts, three visits from MiSci and more.

The Travelling Story Time events have been scheduled: Fulton County Museum, Chamber of Commerce, Mohawk Harvest, Post Office, Trail Station Park, Melchior Park and one in-house, hosted by the MiSci Science Museum. We will keep the Thursday, 10:30am time slot and maintain the format of story, craft and a snack. The goal of this program is to not only introduce some of our families to venues in our area, but to introduce some of our venues to our Library Families. Again, "Building a Better World"

I was not at the Library for the Open House on May 13, I have been told it was a great success. Many thanks go to the volunteers who painted over two dozen faces, organized a scavenger hunt and provided refreshments to our patrons. We appreciate all of the effort in helping us reintroduce our Library.

On May 23, Nicole and I visited Barnes and Noble to purchase books with the last of the budget for this fiscal year. We were able to bring back over 150 items and get them into circulation right away. Trying to schedule purchases around an "uncertain" moving date gave us a few setbacks, but we prevailed and were able to continue the collection development.

The last Saturday Themed Story Hour was on May 27<sup>th</sup>. Our topic was "Summer Fun". There were three families in attendance. The Summer Reading Program was shamelessly promoted and we read stories about the beach, camping, going to the zoo and bugs. There was also a great craft session, no glitter was spilled!

While we are tying in our own renovation project with the Summer Reading theme of "Build a Better World" we are also including improving our worlds with health, wellness, creativity and learning. The early part of June will be relatively quiet, then we will be going like gangbusters with programs that are dedicated to be fun and appealing to patrons of all ages.

### Outreach Events:

May 9- Book Fair- Park Terrace elementary

May 10- Bright Futures Daycare and Preschool

Salvation Army Celebration

May 16- Fulton Center for Rehabilitation

May 17- Summer Reading promotion- Boulevard elementary

May 25- Summer Reading promotion- Meco elementary

Statistics for May 2017 are as follows (figures in parentheses are comparable figures for 2016)

	<b>2017</b>	<b>2016</b>
<b>VISITORS</b>	6,593	7,102

**CIRCULATION**

Adult Circulation	1,745	1,874
Teen Circulation	109	191
Juvenile Circulation	1,099	964
Audiobooks	303	267
eBooks	289	250
Music	20	23
Periodicals	121	78
Videos	1,450	1,387
Museum Passes	2	2
Subtotal	5,138	5,036
In-House Use		
Adult	45	51
Juvenile	138	78
Other Materials	1,345	1,300
Subtotal	1,528	1,429
<b>Total Circulation</b>	<b>6,666</b>	<b>6,465</b>

<b>REFERENCE QUESTIONS</b>	161	154
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**MEETINGS/PROGRAMS/OUTREACH**

32 Adult programs and meetings with 276 people	(34 Adult programs and meetings
12 Juvenile programs and meetings with 900 people	(15 Juvenile programs with 371 ch
2 Teen programs and meetings with 6 people	(4 Teen programs with 23 people)

**INTERLIBRARY LOAN**

Material Borrowed	576	605
Material Loaned	848	697
Total	1,424	1,302

<b>COMPUTER USAGE</b>	1,422	2,309
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**HISTORICAL ROOM (in storage while in temporary location)**

Visitors	0	17
Books Used		
Reference Questions		

Statistics for March, April and May 2017 are as follows:

	<b>March</b>	<b>April*</b>	<b>May</b>
<b>VISITORS</b>	6,194	3,436	6,593
<b>CIRCULATION</b>			
Adult Circulation	2,019	863	1,745
Teen Circulation	117	77	109
Juvenile Circulation	1,153	523	1,099
Audiobooks	314	157	303
eBooks	333	296	289
Music	27	3	20
Periodicals	130	80	121
Videos	1,869	690	1,450
Museum Passes	0	-	2
Subtotal	5,962	2,689	5,138
In-House Use			
Adult	64	11	45
Juvenile	120	37	138
Other Materials	1,403	677	1,345
Subtotal	1,587	725	1,528
<b>Total Circulation</b>	<b>7,549</b>	<b>3,414</b>	<b>6,666</b>

<b>REFERENCE QUESTIONS</b>	145	61	161
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**MEETINGS/PROGRAMS/OUTREACH**

<b>March</b>	38 Adult programs and meetings with 231 people 13 Juvenile programs and meetings with 175 people 4 Teen programs and meetings with 19 people
<b>April</b>	19 Adult programs and meetings with 167 people 3 Juvenile programs and meetings with 40 people 1 Teen programs and meetings with 6 people
<b>May</b>	32 Adult programs and meetings with 276 people 12 Juvenile programs and meetings with 900 people 2 Teen programs and meetings with 6 people

**INTERLIBRARY LOAN**

Material Borrowed	715	198	576
Material Loaned	787	553	848
Total	1,502	751	1,424

<b>COMPUTER USAGE</b>	1907	934	1422**
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**HISTORICAL ROOM (in storage while in temporary location)**

Visitors	9	0	0
Books Used			
Reference Questions			

\* Closed for 2 weeks

\*\* Wifi is no longer 24/7, but from 8:30am-10pm

Barbara Madonna  
Library Director

GLOVERSVILLE PUBLIC LIBRARY  
BOARD OF TRUSTEES

**RESOLUTION**

2016-2017  
Board of Trustees

Elizabeth Batchelor

WHEREAS on November 15, 2016 this Board unanimously adopted a resolution authorizing an override, for the 2017-2018 year, of the tax levy limit imposed by General Municipal Law §3-C(3); and

Merry Dunn Brown

WHEREAS the override was not necessary, as the budget finally adopted does not include an increase in excess of the tax levy limit;

Lisa Buggeln

NOW THEREFORE BE IT RESOLVED that the aforesaid resolution [if you assign numbers to your resolutions in your meeting minutes, you can use the resolution number in place of "the aforesaid resolution"] is hereby rescinded, effective immediately.

Craig Clark

Jay Ephraim

Robin Lair

Brian Mazza

Dated: June 20, 2017

\_\_\_\_\_

Secretary

Christine Pesses

Wanda Prew

Vote:   \_\_\_  In Favor  
          \_\_\_  Opposed  
          \_\_\_  Abstentions

# JUNE 2017






## CALENDAR OF EVENTS

**SUMMER HOURS: JUNE-AUGUST**

**MON: 3 PM-8 PM**

**TUE-FRI: 9 AM-7 PM**

**SAT-SUN: CLOSED**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> Story Time @10:30 AM Knitting Group @4 PM <b>FOL Meeting @6 PM</b>	<b>2</b> BiblioManiacs!! @4 PM	<b>3</b>  <b>CLOSED</b>
<b>4</b>  <b>CLOSED</b>	<b>5</b> Conversational Spanish for Adults @5:30-7:30 PM	<b>6</b> Writer's Unblocked @11 AM-1 PM Drop-In Tech Help @5:30-6:45 PM	<b>7</b>	<b>8</b> Story Time @10:30 AM Knitting Group @4 PM	<b>9</b> BiblioManiacs!! @4 PM	<b>10</b>  <b>CLOSED</b>
<b>11</b>  <b>CLOSED</b>	<b>12</b> Conversational Spanish for Adults @5:30-7:30 PM	<b>13</b> Writer's Unblocked @11 AM-1 PM Drop-In Tech Help @5:30-6:45 PM	<b>14</b>	<b>15</b> Story Time @10:30 AM Knitting Group @4 PM	<b>16</b> BiblioManiacs!! @4 PM	<b>17</b>  <b>CLOSED</b>
<b>18</b>  <b>CLOSED</b>  <b>HAPPY FATHER'S DAY</b>	<b>19</b> Conversational Spanish for Adults @5:30-7:30 PM	<b>20</b> Writer's Unblocked @11 AM-1 PM Drop-In Tech Help @5:30-6:45 PM <b>Trustees Meeting @6:30PM</b>	<b>21</b> <b>Jolly Readers @10:30 AM</b> <i>(The Secret Chord by Geraldine Brooks)</i> <b>USS SLATER Presentation @5:30 PM</b>	<b>22</b> Story Time @10:30 AM Knitting Group @4 PM	<b>23</b> BiblioManiacs!! @4 PM	<b>24</b>  <b>CLOSED</b>
<b>25</b>  <b>CLOSED</b>	<b>26</b> <b>SUMMER READING PROGRAM SIGN-UP BEGINS</b> <b>Juggling &amp; Acobatics w/Scotty Nut-Nut @4 PM</b>	<b>27</b> Writer's Unblocked @11 AM-1 PM Drop-In Tech Help @5:30-6:45 PM	<b>28</b> <b>Adult "Sharpie Decorated Mug" Craft</b> <b>1:30 PM &amp; 5:30 PM</b> <b>***RESERV. REQ'D***</b>	<b>29</b> <b>"Jedi Academy" Children's Magic &amp; Comedy Show @2 PM</b>	<b>30</b>	



# JULY 2017 CALENDAR OF EVENTS

**SUMMER HOURS: JUNE-AUGUST**

**MON: 3 PM-8 PM**

**TUE-FRI: 9 AM-7 PM**

**SAT-SUN: CLOSED**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 CLOSED
2 CLOSED	3	4 CLOSED: HAPPY INDEPENDENCE DAY	5 Comic Jam @3:30 PM ***RESERV. REQ'D***	6 Traveling Story Time @ Fulton Co. Museum @10:30 AM  Knitting Group @4 PM  FOL Meeting @6 PM	7 BiblioManiacs!! @4 PM	8 CLOSED
9 CLOSED	10	11 Writer's Unblocked @11 AM-1 PM  Drop-In Tech Help @5:30-6:45 PM	12 Gingerbread House- Making Kids @3:30 PM Adults @5:30 PM ***RESERV. REQ'D***	13 Traveling Story Time @ Mohawk Harvest Co- Op @10:30 AM  Knitting Group @4 PM	14 Ice Cream Social @ Trail Station Park @4-6 PM  BiblioManiacs!! @4 PM	15 CLOSED
16 CLOSED	17	18 Writer's Unblocked @11 AM-1 PM  Drop-In Tech Help @5:30-6:45 PM  Trustees Meeting @6:30PM	19 Jolly Readers @10:30 AM ( <i>The Glass Castle</i> by <i>Jeanette Walls</i> )  MiSci: "Dry Ice" @12:30 PM	20 Traveling Story Time @ Gloversville Post Office @10:30 AM  Knitting Group @4 PM	21 BiblioManiacs!! @4 PM	22 CLOSED
23 CLOSED	24	25 Writer's Unblocked @11 AM-1 PM  Drop-In Tech Help @5:30-6:45 PM	26 Hands On Nature Program @11 AM  Adult "CD Scratch Art" Craft 1:30 PM & 5:30 PM ***RESERV. REQ'D***	27 Traveling Story Time @ Melchoir Park @10:30 AM  Knitting Group @4 PM  Volunteer Firefighter Presentation @5:30 PM	28 BiblioManiacs!! @4 PM	29 CLOSED
30 CLOSED	31					







# AUGUST 2017 CALENDAR OF EVENTS

**SUMMER HOURS: JUNE-AUGUST**

**MON: 3 PM-8 PM**

**TUE-FRI: 9 AM-7 PM**

**SAT-SUN: CLOSED**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<p><b>1</b> Writer's Unblocked @11 AM-1 PM</p> <p>Drop-In Tech Help @5:30-6:45 PM</p>	<p><b>2</b> Kids' Sing Along w/ George Steele @10:30 AM</p> <p>Historical Sacandaga Valley Presentation @5:30 PM</p>	<p><b>3</b> Traveling Story Time @ Chamber of Commerce @10:30 AM</p> <p>Knitting Group @4 PM</p> <p>FOL Meeting @6 PM</p>	<p><b>4</b> BiblioManiacs!! @4 PM</p>	<b>5</b>  CLOSED
<b>6</b>  CLOSED	<b>7</b>	<p><b>8</b> Writer's Unblocked @11 AM-1 PM</p> <p>"Let's Pretend" Preschool Program @1 PM</p> <p>Drop-In Tech Help @5:30-6:45 PM</p>	<p><b>9</b> MiSci: "Optical Illusions" @2 PM &amp; 3 PM</p>	<p><b>10</b> Traveling Story Time @ Trail Station Park @10:30 AM</p> <p>Knitting Group @4 PM</p>	<p><b>11</b> BiblioManiacs!! @4 PM</p>	<b>12</b>  CLOSED
<b>13</b>  CLOSED	<b>13</b>	<p><b>15</b> Mr. Matt Turtle Dance @10:30 AM</p> <p>Writer's Unblocked @11 AM-1 PM</p> <p>Drop-In Tech Help @5:30-6:45 PM</p> <p>Trustees Meeting @6:30PM</p>	<p><b>16</b> Jolly Readers @10:30 AM (The Two-Family House by Linda Loigman)</p>	<p><b>17</b> Traveling Story Time @ Gloversville Library @10:30 AM</p> <p>Knitting Group @4 PM</p>	<p><b>18</b> APPLE CRISP &amp; ICE CREAM END OF SUMMER PARTY @4-6 PM</p> <p>BiblioManiacs!! @4 PM</p>	<b>19</b>  CLOSED
<b>20</b>  CLOSED	<b>21</b>	<p><b>22</b> Writer's Unblocked @11 AM-1 PM</p> <p>Drop-In Tech Help @5:30-6:45 PM</p>	<p><b>23</b> Adult "Mosaic Coaster" Craft 1:30 PM &amp; 5:30 PM ***RESERV. REQ'D***</p>	<p><b>24</b> Story Time @10:30 AM</p> <p>Knitting Group @4 PM</p>	<p><b>25</b> BiblioManiacs!! @4 PM</p>	<b>26</b>  CLOSED
<b>27</b>  CLOSED	<b>28</b>	<p><b>29</b> Writer's Unblocked @11 AM-1 PM</p> <p>Drop-In Tech Help @5:30-6:45 PM</p>	<b>30</b>	<p><b>31</b> Story Time @10:30 AM</p> <p>Knitting Group @4 PM</p>	