



## Minutes of The Gloversville Public Library Board of Trustees Meeting

July 22, 2008

The Gloversville Public Library Board of Trustees held a meeting on July 22, 2008 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:50 P.M.

The following trustees were present: David Heacock, Christine Pesses, David Fisher, Karen S. Smith, Elizabeth Batchelor and Jay Ephraim. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Carol Clingan, Director of the Mohawk Valley Library System, Patricia Klohck, retired Trustee from the Library Board, and Linda Callahan, Library Clerk also attended the meeting. Michael Ponticello was absent from the meeting.

Barbara Madonna  
Library Director

Mrs. Pesses, President of the Board, 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.

2008-2009  
Board of Trustees

Ms. Madonna informed the Trustees that letters had been sent to residents of Edinburg informing them of our change in policy effective July 1, 2008. They will be required to pay a fee to use our Library based on their property tax assessment since they are in the Southern Adirondack Library System. Several inquiries have been received regarding this but to date no patron has paid a fee to the Library. Ms. Madonna also informed the Trustees that the Northville Library has informed us that if a resident of Edinburg pays a fee to us and we do not pass it on to them they will not allow that patron to use their library. The Trustees felt that we should inform the patron of this and if we issue the card we will keep the fee.

Elizabeth Batchelor

Mrs. Pesses started the discussion on the In District Library Policy. After considerable discussion and input from Carol Clingan the Trustees felt that our In District Policy should be integrated with our Circulation Policy so that we don't have conflicting policies. A decision on this Policy was tabled and the Policy Committee will meet and work out the details and changes as needed to the Circulation Policy.

Jay Ephraim

Christine Pesses

Mrs. Pesses asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on June 17, 2008. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. Heacock made a motion, seconded by Ms. Smith to approve the minutes as presented. This motion was approved all voting aye.

David C. Heacock

Karen S. Smith

Ms. Madonna informed the Trustees that the Friends of the Gloversville Public Library had given us a check for \$17,500 for their contribution to our Budget for the 2008-2009 fiscal year. Mr. Heacock felt that we should convene a meeting of the Budget and Finance Committee to review our budget for the current year and bring Ms. Smith, our new Budget and Finance Committee member, up to speed on the provisions of our Budget for the current fiscal year.

Ms. Madonna informed the Trustees that the Common Council approved our request to renew our lease for a period of ten years. This will enable the Library to apply for grant monies that were not available with a shorter lease term. All other provisions of the lease remain the same. Ms. Madonna also informed the Trustees that the Common Council had given their OK to put out for bids an RFP for the master plan. Meetings will be held to determine the scope of the plan. Ms. Madonna also informed the Trustees that she had met with C.T. Male regarding the moisture problem in the basement. Their fee would be in the area of \$20,000 to conduct a study of the situation but would not provide a solution. Ms. Madonna informed the Trustees that she had talked with Steve Smith and he will provide us with a combined proposal for the moisture problem and the front entrance renovation work. After this is completed his engineer will put this out for bids. Steve Smith will work with Carl Jenner on the specs for the front entranceway. Ms. Madonna informed the Trustees that a new bid for the lobby ceiling would need to be solicited since Alan Fudger's previous bid is now over six months old. The City expects to put the bid out this week.

Mrs. Pesses informed the Trustees that there was no report from the Personnel Committee this month.

58 East Fulton Street, Gloversville, New York 12078

Ms. Madonna informed the Trustees that the work on the new Library logo had been completed and Mrs. Pesses showed the Trustees our new letterhead. Ms. Madonna informed the Trustees that she would be finishing up business cards, etc with Linda Hinkle and then work on updating our web site would be done.

Mr. Heacock asked Mr. Frank to review the Treasurer's Report for the month of June 2008. Mr. Frank reviewed the report of income and expense for the month and year to date and explained the various ups and downs to budget. Ms. Smith made a motion, seconded by Mr. Fisher, to accept the Treasurer's Report as presented. This was approved all voting aye.

Ms. Batchelor informed the Trustees that the Friends Celebration Fundraiser is going very well and that she expects to have at least 20%-25% more in donated items for the auction and raffles compared to last year.

Mr. Fisher informed the Trustees that the Foundation had not met since our last Trustees meeting.

Ms. Madonna informed the Trustees that several more items had been sold as part of our cleaning out of the Library based on the Ad Hoc Ephemera Committee's recommendations. Ms. Madonna also informed the Trustees that the Library had found a book in the Historical Room containing lithographic copies (approx. 30"w x 20"h) of the paintings in a section of apartments in the Pontifical Palace in the Vatican. It appears that the lithographs commemorate the coronation of Pope Innocent XIII in 1721. It is speculated that the prints were purchased individually and assembled into this book, which was then added to the collection of the Levi Parsons Library of Gloversville and Kingsboro in 1880, according to the accession date. Mr. Heacock made a motion, seconded by Mr. Fisher, to have Ellen Wood take this to Swann Gallery in New York City to be examined as to its status of originals or just copies and to investigate its value. This was approved all voting aye.

Ms. Madonna informed the Trustees that the Summer Writing Series is going very well and that the Children's Room has been very busy so far this summer. Ms. Madonna also informed the Trustees that Jameson Duross had graduated from FMCC and that the Leader-Herald had hired him on a full time basis. Ms. Madonna said that she would contact Roberta Ambrosino to see if she could help out in the Children's Room for the remainder of the summer.

Mrs. Pesses asked that the Three Year Plan of Service be tabled until the August meeting. The Trustees agreed with this suggestion. Mrs. Pesses read a letter of resignation from Michael Ponticello. Mr. Heacock made a motion to accept, with regret, his resignation. This motion was seconded by Mr. Fisher and approved all voting aye. The Trustees agreed that we should put a notice in the Leader-Herald for anyone that is interested in filling this position until the next election to write a letter to the Library expressing their interest and qualifications.

Mr. Heacock brought up the issue of privacy as it pertains to law enforcement seeking information about patrons' library usage and borrowing and felt that Ms. Madonna should continue to stress at staff meetings the importance of this regarding our patrons.

Mrs. Pesses reminded the Trustees that the Library would be sponsoring the Chamber's Business After Hours on September 11, 2008. The fee to the Chamber for this is \$200 and the Trustees felt that no alcohol should be served at this event at the Library.

Ms. Madonna also informed the Trustees that she felt it was important to let the Public know that the Library Building is on the list of National Historic Places. Perhaps we can get a plaque for the Library as a part of the entrance renovations. Ms. Madonna will talk to the Friends to see if they might want to purchase this for the Library.

The next regular meeting will be held on August 19, 2008 at 6:30 P.M.

Mr. Heacock made a motion, seconded by Mr. Fisher to adjourn the meeting at 8:50 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

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Elizabeth Batchelor  
Secretary