



Barbara Madonna
Library Director

2008-2009
Board of Trustees

Elizabeth Batchelor

Jay Ephraim

Christine Pesses

David Fisher

David C. Heacock

Robin Lair

Karen S. Smith

Minutes of The Groversville Public Library Board of Trustees Meeting

March 17, 2009

The Groversville Public Library Board of Trustees held a meeting on March 17, 2009 in the Friend's Room at the Library, 58 E. Fulton Street, Groversville, New York at 6:30 P.M.

The following trustees were present: Christine Pesses, David Heacock, Karen S. Smith, Jay Ephraim and Robin Lair. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Groversville Public Library and Virginia Mazur, President of the Friends of the Groversville Public Library, also attended the meeting. David Fisher and Betsy Batchelor were excused from the meeting.

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.

Mrs. Pesses asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on February 17, 2009. 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.

Mr. Heacock informed the Trustees that the Budget and Finance Committee had not met since the last Trustee's meeting.

Mr. Ephraim asked Ms. Madonna if she would give the Trustees an update on the various Building and Grounds issues that are in the planning stages and in process at this time. Ms. Madonna informed the Trustees that a meeting with Paul Mays, the architect working on the Master Plan, was to go over the ground rules, the preliminary documents, the various building issues regarding elevation and water and sewer hook-ups and any other issues that require attention to begin the process. Engineers will be coming in on March 23rd to begin working on the Building Survey. Naomi Miller, the lighting designer hired last month, will be here on March 19th to take a preliminary look at our lighting issues in the lobby before Alan Fudger gets his scaffolding up to begin the painting, etc. in the dome. Alan Fudger has started the plaster repair on the second floor above the lobby area. The new front doors are still out to manufacturers to get product possibilities. Paul Mays will give us his input on this matter to be sure everything is coordinated with his plan. Ms. Madonna also informed the Trustees that the basement design work is in process with a hopeful bid date of mid-end April. In reviewing this work it was discovered that there are two storm drains so no pump station will be needed to drain the ground water away from the building. To date we have received \$500 from Price Chopper and \$2,500 from the Argersinger Trust towards the cost of this project.

Mrs. Pesses informed the Trustees that the Ad Hoc Policy Committee needs to meet and review the Program and Tutoring policies in the hopes of having them ready for adoption at the April meeting. Ms. Madonna informed the Trustees that our Circulation Policy has been reviewed favorably by the State and that MVLS currently has it and will be sending it to the 14 member libraries for their review and approval. Since we are the first to have policy restrictions we will be interested to hear any comments from the other library trustees.

Mrs. Pesses informed the Trustees that she will be away for the April meeting and will contact Mr. Fisher to run the meeting. Mrs. Pesses also discussed the need for the Library to have legal counsel. Mr. Heacock made a motion, seconded by Ms. Lair, to prepare a RFP for legal services. This was approved all voting aye. Mrs. Pesses passed around a list of the 14 items that are available for the Ephemeral Auction. It was suggested that we conduct a silent auction at some point in the future to dispose of these remaining items. Mrs. Pesses also informed the Trustees that we are still involved with the 2020 group and that she feels that the Library is central to continued development of their plans. Mrs. Pesses also informed the Trustees that she heard back from Senator Schumer with some possible ideas for additional grant monies for the basement. We have been approved for a State Library Construction Grant for the basement. The project cost is \$22,616 and the grant is a 50/50 matching grant. Mrs. Pesses also reminded the Trustees that the Trustee's packets to be on the ballot in May are due back to the Library by April 4th.

Ms. Madonna also informed the Trustees that Literacy Day had been moved to April 25th this year. Ms. Madonna also informed the Trustees that Julia Spencer Fleming, a writer of murder mysteries, would be coming to the Johnstown Senior Center on May 9th. Ms. Madonna showed the Trustees a sample of the website

that Linda Hinkle has been working on for the Library. The Trustees felt that this was a good start to our new website. Ms. Madonna also informed the Trustees that she and Barbara Germain are continuing their talks on WENT with the last one on March 14th and the next one planned for April 11th. Ms. Madonna stressed the importance of contacting our legislators regarding the proposed \$18,000,000 State budget cut for library funding. If this cut is approved libraries statewide will also lose \$2,000,000 of federal funding.

Mr. Heacock reviewed the Treasurer's Report for the month of February 2009. The reports of income and expense for the month and year to date were reviewed with explanations for the various ups and downs to budget. Mr. Heacock expressed concern that our investment income would probably fall short of our budgeted amount due to much lower rates on our certificates of deposit and our money market account than we planned in doing the budget. Ms. Smith made a motion, seconded by Ms. Lair, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mrs. Pesses informed the Trustees that the Director's evaluation is underway and that the Personnel Committee needed to meet to get things started. The following Trustees will comprise the Committee: David Fisher, Christine Pesses and Robin Lair. The evaluation meeting with Ms. Madonna should take place in early April so it can be completed prior to the April Trustee's meeting.

Ms. Madonna informed the Trustees that all three of our employees that took the Civil Service test passed and would be keeping their jobs with the Library.

Mrs. Mazur reminded the Trustees that the Friends will be hosting a meet and greet at the Library on Thursday, April 23, 2009 from 6:00 PM to 7:30 PM. The Friends will be serving refreshments during this time and also door prizes and other give a ways will be part of the program. There will also be a program on what the Friends do in support of the Library. Mrs. Mazur also informed the Trustees that the Brunch Celebration is scheduled for September 27th. Mrs. Mazur also informed the Trustees that the Friends will not be holding their annual walk in May this year due to other things going on but that they are considering a walk later in the year, possibly in September.

Ms. Smith informed the Trustees that she has been working on publicity with the Foundation and is currently waiting for brochures to come back from the printer. These will be distributed to local funeral homes, attorneys, accountants and other financial planners to be used in estate planning, etc.

At this point in the meeting the Trustees went into Executive Session to discuss personnel of a specific employee – 8:00 PM.

The Trustees came out of Executive Session at 8:20 PM.

The next regular meeting will be held on April 21, 2009 at 6:30 P.M.

Mr. Heacock made a motion, seconded by Ms. Smith to adjourn the meeting at 8:25 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Elizabeth Batchelor
Secretary