



Barbara Madonna
Library Director

2009-2010
Board of Trustees

Elizabeth Batchelor

Jay Ephraim

Christine Pesses

David Fisher

Robin Lair

Karen S. Smith

Daniel R. Towne, Jr.

Minutes of The Groversville Public Library Board of Trustees Meeting

February 15, 2011

The Groversville Public Library Board of Trustees held a meeting on February 15, 2011 in the Reading Room at the Library, 58 E. Fulton Street, Groversville, New York at 6:30 P.M.

The following trustees were present: David Fisher, Elizabeth Batchelor, Robin Lair, Jay Ephraim, Karen Smith, Christine Pesses, Craig Clark and Dorothy La Porta. Michael J. Frank, Financial and Recording Secretary and Barbara J. Madonna, Director of the Groversville Public Library, also attended the meeting. Daniel Towne, Jr. was 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 January 25, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Ms. Batchelor made a motion, seconded by Mr. Fisher, to approve the minutes as presented. This motion was approved all voting aye.

Mr. Frank, a notary public, administered the Oath of Office to the newly appointed Trustee Craig Clark and the newly appointed Trustee Dorothy La Porta. These Trustees will serve until June 30, 2011 and will be eligible to run for reelection to the Board in May 2011.

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of January and the fiscal year-to-date through January 31, 2011 with the Trustees. Mr. Frank gave a general overview of the monthly financial report for the benefit of the newly appointed Trustees and commented that through the first seven months of our Budget Year we were pretty well on track with our actual numbers to budget. Ms. Smith made a motion, seconded by Mrs. Lair, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mrs. Pesses reviewed the budget for the 2011-2012 fiscal year, explaining the increase caused by the increase in the pension expense line and the 2% increases in the salaries to full and part time employees. This represents the reasoning for asking for a \$12,000 increase in the Tax Levy for next year.

Ms. Madonna informed the Trustees that nothing more had been heard from the City regarding the transfer of the Library property and the parking lot to the Library. Ms. Madonna also informed the Trustees that our Attorney is still waiting for a settlement offer from Steve Smith's insurance company regarding the basement moisture problem.

Ms. Madonna and Mr. Ephraim informed the Trustees that the Building Committee had met with Butler Rowland Mays Architects, LLP in their office to review their progress to date regarding the Schematic Design work in conjunction with the Master Renovation Plan.

Ms. Madonna informed the Trustees that we were still waiting to hear when the State will be releasing the Construction Fund Grant money but it is not expected until late Spring or early Summer. Ms. Madonna also informed the Trustees that the City Fire Department had done their annual inspection of the building and that several of the same issues that were pointed out last year still have not been corrected by the City in the building that they own.

Ms. Batchelor reviewed the findings of the AD HOC Policy Committee with regard to the Library's Direct Access Plan and its impact on the Circulation, Programming, and Computer and Internet policies. Several charts of numbers showing circulation statistics from 2005 to the present were explained. After reviewing the fluctuations in circulation to patrons living in all of the surrounding municipalities and the Groversville Enlarged School District Ms. Batchelor informed the Trustees that the AD HOC Policy Committee felt that it is the duty of the Trustees of the Groversville Public Library to continue to provide the best full service possible to the patrons of the Groversville Enlarged School District and any surrounding areas that support another Library financially. Therefore, no change in our Circulation Policy was recommended at this time.

Ms. Madonna informed the Trustees that she has hired two new Library Clerks. Nicole Bullock, who is currently a Library student at SUNY Albany and Circe Johnson, who worked as a Student Page at a college library in Illinois.

In Mr. Towne's absence, Ms. Madonna gave a report on the hands on tech workshop done for people interested in using Facebook. Eleven people attended the class with a wide variety in ages. The class went very well and another class is planned for February 17th at 3:00 PM. Several people said that they would like to see the Library offer more computer classes.

Ms. Madonna informed the Trustees that Ms. Prokopiak has scheduled two programs per month for the few months for our patrons.

Ms. Madonna also informed the Trustees that the Draft of our Annual Report to the State was done and would need to be approved for filing by the Trustees. Ms. Smith made a motion, seconded by Mr. Fisher, to approve the filing of our Annual Report to the State. This was approved all voting aye.

Mrs. Pesses informed the Trustees that the Trustees also needed to approve the MVLS/SALS Joint Automation Policy. Ms. Batchelor made a motion, seconded by Ms. Smith, to approve Mrs. Pesses signing the Policy.

Mrs. Pesses also informed the Trustees that March 1st was Lobby Day in Albany this year and that meetings with our representatives were scheduled.

Ms. Batchelor informed the Trustees that the Friend's Celebration plans for this year were underway and that the Committee was going to use purchasing new furniture for the Library, with help from our Architects, as this year's plan for the funds raised. The Committee hopes to raise between \$20,000 and \$25,000 this year with the theme for the Celebrating being "Celebrating Things You Love in Fulton County". The Celebration will be held at the Pine Brook Golf course on September 30, 2011.

Ms. Madonna informed the Trustees that anyone wishing to suggest an article for the Friend's Spring Newsletter needed to get it in by March 1st.

Mr. Frank informed the Trustees that Louis Castiglione had agreed to join the Foundation Board and that the next meeting of the Trustees was being planned for late April or early May.

Mr. Ephraim informed the Trustees that he had heard back from Meredith Best regarding the Mural Program and that they had agreed that the Library would back a program for the children in the Gloversville Enlarged School District. The children will be asked to create something based on one of the books in the Mural. The groups will be split up into K-5, Middle School and High School. Ms. Smith informed the Trustees that she would secure \$450 in prize money for the event.

Mrs. Pesses asked if there was any new business to discuss. Nothing was brought up at this time.

The next regular meeting will be held on March 15, 2011 at 6:30 P.M.

Mr. Fisher made a motion, seconded by Ms. Batchelor to adjourn the meeting at 8:35 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary