



Barbara Madonna
Library Director

2009-2010
Board of Trustees

Elizabeth Batchelor

Jay Ephraim

Christine Pesses

David Fisher

David C. Heacock

Robin Lair

Karen S. Smith

Minutes of The Gloversville Public Library Board of Trustees Meeting

April 27, 2010

Prior to the regular monthly meeting of the Board of Trustees, a Public Hearing was held at 6:00 P.M. to review the Budget for the fiscal year ending June 30, 2011.

Following the Public Hearing The Gloversville Public Library Board of Trustees held a meeting on April 27, 2010 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: David Fisher, Robin Lair, Jay Ephraim, David Heacock, Christine Pesses, Karen Smith and Elizabeth Batchelor. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, and Lynn Kicinski, Vice President of the Friends of the Gloversville Public Library. Dorothy La Porta, candidate for the Board of Trustees, and several members of the public also attended 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 March 16, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Ms. Smith made a motion, seconded by Mrs. Lair to approve the minutes as presented. This motion was approved all voting aye.

Mr. Heacock reviewed the Treasurer's Report for the month of March and fiscal year-to-date through March 31, 2010. Mr. Heacock commented that it appeared we were pretty well on track with our budget through the first nine months of our fiscal year. It appears that our salary expense will come in under budget with the loss of one full time employee being replaced with two part time employees. It also appears that our heat and electricity will be under budget due primarily to the mild winter weather this year. Ms. Batchelor made a motion, seconded by Mr. Fisher, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mrs. Pesses reviewed the calling procedure with the Trustees regarding getting out the vote with Library supporters. The polls will be open from Noon to 9 PM on Tuesday, May 4th for the election of two Trustees and to vote on the increase in the Library tax levy. Mrs. Pesses also reminded the Finance Committee that if our request for an increase in the tax levy should be defeated that they would need to meet and revise the budget for next year for approval at the May 18th meeting.

Mr. Ephraim reviewed the status of the Lobby Lighting Project. Naomi Miller has finished her work on the project. An electrical engineer was here on Friday to do a walk through and then proceed to draw up blueprints of everything relating to the wiring, etc. so that the project can be put out to bid.

Mr. Ephraim also informed the Trustees that the only City Official who attended the Master Renovation Plan meeting with the Library was the Mayor. Paul Mays from Butler Rowland Mays Architects, LLP will finalize the Plan now.

Ms. Madonna informed the Trustees that Steve Smith and Ron Jones were here two weeks ago and felt that the basement problem could be resolved by wrapping the water table (an exterior stone protuberance at the base of the exterior walls) with metal flashing, a project potentially performed by a roofing firm. The flashing would be anchored into the stone water table by cutting a valley horizontally into the stone, wrapping the flashing around the stone and buried it in the underground against the foundation wall to keep the run-off from traveling behind the Vol-Clay that has already been installed. Mr. Heacock informed the Trustees that he felt that we should get our attorney involved at this point to recoup our funds spent on the installation that didn't work and any legal costs associated with the project. The Trustees unanimously agreed with this suggestion.

Mrs. Pesses informed the Trustees that the Friends of the Library Grounds Committee would just plant flowers in the urns at the front and back entrances this year as the basement project is not yet complete.

Mrs. Pesses reported that the Records Management group has been slowly working on the various records of the Library. Weeding out, organizing and shredding takes quite a bit of time to complete.

Ms. Madonna informed the Trustees that Civil Service had finally approved the position of Program Coordinator. Three people had previously submitted resumes to be contacted for the position. One person has moved out of the area and the other two will be contacted and interviewed. Ms. Madonna also informed the Trustees that she had hired a second part time person, Patricia Wetmore, to complete the replacement of the full time position vacated by the resignation of Sherry Teetz.

Mrs. Pesses informed the Trustees that the Director's evaluation is on going and will be finished by the end of May.

Ms. Smith asked if it would be possible to have our employees wear some sort of identification to distinguish them as Library employees. There were several thoughts on this and the Personnel Committee will discuss it further.

Mr. Ephraim informed the Trustees that the DEAR Day program went very well for the first attempt. Mrs. Pesses informed the Trustees that the Friends of the Library paid the postage to send out the flyers for the event.

Ms. Madonna informed the Board that Senator Farley's office had secured a Special Legislative Grant for \$7,500. She has submitted an application to pay for replacing some of our old computers.

Ms. Madonna informed the Trustees that she had received \$500 each from the Hannaford Foundation and the Stewarts Foundation as a match for the Gates Grant.

Ms. Madonna also thanked the Trustees for their help in getting out the absentee ballots.

Ms. Madonna informed the Trustees that Sherry Gennett would be getting the MVLS Service Award at the MVLS Annual Dinner on May 12th at the Holiday Inn in Schoharie for Bibliomaniacs, a teen book talk group that meets as part of the summer program. Mr. Heacock made a motion, seconded by Mr. Fisher, for the Library to pay for her dinner in recognition of her efforts. This was approved all voting aye.

Ms. Madonna informed the Trustees that the Library experienced some damage at the staff entrance due to a recent break in. The crash bar on the staff entrance to the basement was broken in getting in and a glass pane in the staff bathroom door was broken but nothing seemed to be missing or damaged. This was part of a rash of break-ins across the City that weekend. For now, the entrance door has been secured as the Police are still investigating. It will be permanently fixed when they close the case. Ms. Madonna also informed the Trustees that the front steps have also been repainted and one of the metal treads removed for public safety.

Ms. Madonna informed the Trustees that grant money is available through the U.S. Department of Agriculture for our HAZMAT study. She will look further into this in conjunction with the Master Plan.

Ms. Madonna also informed the Trustees that Megan Hallenbeck, Librarian at the Mayfield High School who requested an internship for the summer as part of her Master's program, would be interning in Northville this summer.

Mrs. Pesses informed the Trustees that the three paintings had been taken to Connecticut to the restorer for an estimate. The paintings date to the 1870s and will cost about \$13,000 to restore. We currently have approximately \$8,500 to use for this project and Ms. Madonna is preparing a grant application to the Greater Hudson Heritage Network for additional funding.

Mrs. Pesses informed the Trustees that Ms. Batchelor, Mr. Ephraim, Mr. Fisher and she would be going to Ramapo, New York on May 28th for a program sponsored by NYLA and presented by Libby Post entitled "Making your Library an Essential Service".

Mrs. Pesses also informed the Trustees that the newly elected Board Members would be invited to come to the next Board meeting but that they would not be able to vote until the July meeting. Bios of the new members are on the Library's website.

Mrs. Kicinski informed the Trustees that the Friends would be holding a book sale on June 8th and 9th this year. Mrs. Kicinski also informed the Trustees that the Celebration fundraiser is set for September 26th this year and that the theme will be "Celebrating Fun in Fulton County". The Basket Committee has been working on getting sponsorships for the event. Letters will be going out in mid May to solicit Sponsors for the event. There are currently 14 committed artists for the event and 4 more possible that will create items for the silent auction.

Mr. Frank informed the Trustees that the Foundation had not met since the last Trustee's meeting but that the Finance Committee would be meeting in early May.

Mrs. Pesses asked if there was any old business to discuss.

Mrs. Pesses asked if there was any new business to be brought before the Trustees.

The next regular meeting will be held on May 18, 2010 at 6:30 P.M.

Mr. Heacock made a motion, seconded by Mr. Fisher to adjourn the meeting at 7:45 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Elizabeth Batchelor
Secretary