



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

Draft Minutes of The Groversville Public Library Board of Trustees Meeting

May 18, 2010

The Groversville Public Library Board of Trustees held a meeting on May 18, 2010 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, Robin Lair, Jay Ephraim, Christine Pesses, and Karen Smith. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Groversville Public Library, and Daniel Towne, Jr., Trustee Elect, also attended the meeting. The following Trustees were excused from the meeting, David Heacock and Elizabeth Batchelor

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 April 27, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Ms. Madonna asked the Trustees if they felt that we should mention holding the Budget hearing prior to the regular meeting. The Trustees agreed with this suggestion and the correction was noted. Ms. Smith also mentioned that she had brought up the idea of name badges for the staff. This correction was also noted. Mr. Fisher made a motion, seconded by Ms. Smith to approve the minutes as presented with the noted correction and addition. This motion was approved all voting aye.

In Mr. Heacock's absence, Mr. Frank reviewed the Treasurer's Report for the month of April and fiscal year-to-date through April 30, 2010. Mr. Frank commented that it appeared we were pretty well on track with our budget through the first ten 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. Mr. Fisher made a motion, seconded by Ms. Smith, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mrs. Pesses expressed her congratulations to the Trustees and all who helped with getting the Budget increase passed. The Trustees felt that the additional hours on Monday, the excellent fact sheet prepared by Ms. Madonna and the calling of Library supporters to get out the vote was the main reasons for the successful vote. Mr. Ephraim expressed his concerns about the Leader-Herald Bloggers site and the negative Blogs that were out there regarding the vote. Ms. Madonna said that she normally responds only to inaccurate information and would not use this site to argue with anyone. The Trustees felt that this was the correct approach.

Mrs. Pesses informed the Trustees that we have budgeted \$2,500 in the 2010-2011 Budget for a Compilation of the books and accounting records of the Library. Mrs. Pesses asked the Trustees if they felt that we should have this done in light of the increase in the Tax Levy. The Trustees agreed that we should have this done at the end of our current fiscal year. Ms. Madonna will contact Phillip Beckett, CPA to discuss doing this for the Library.

Mrs. Pesses asked Ms. Madonna if she knew the status of our Health Insurance Plan for next year. Ms. Madonna has several proposals from our agent and she will be meeting with him on Thursday.

Mr. Ephraim reviewed the status of the Lobby Lighting Project. We will be purchasing our new fixtures directly to save on the cost and bid packets will be going out shortly to several local electricians as soon as the blueprints and other bid specs are ready.

Ms. Madonna informed the Trustees that State Construction Grant money might be available to help with the cost of the electrical project in the Lobby and also the cleaning of the exterior of the building. These applications are due in by August 30, 2010.

Mrs. Pesses informed the Trustees that Paul Mays was making some changes to the Master Renovation Plan and that we should have it back soon. The Plan will next need to be approved by the Trustees, hopefully at the June meeting. After the Trustees approve the Plan it will need to be presented to the Public. Mrs. Pesses will talk to Paul Mayes about when to do this step. After that is done we will need to decide

on the next phase of getting the Plan underway.

Ms. Madonna informed the Trustees that she had discussed the basement problem again with Steve Smith and he still has no solution. Ms. Madonna informed the Trustees that she has sent all the information regarding the basement problems to our Attorney for review and to advise us on the procedure to recoup our funds spent on this project.

Mrs. Pesses reported that the Ad Hoc Policy Committee had not met since our last meeting.

Ms. Madonna informed the Trustees that she has interviewed two people for the position of Program Coordinator and likes the qualifications of one candidate very much. She still has one more to interview and then she will make her decision and hire a Program Coordinator for the Library.

Mrs. Pesses informed the Trustees that she had met with Ms. Madonna and that they feel we should open the Library on Mondays from 3:00 PM to 8:00 PM year round and keep the other summer hours and regular hours the same. Ms. Smith made a motion, seconded by Mrs. Lair, to approve this recommendation. This was approved all voting aye.

At this point in the meeting, 7:45 PM, the Trustees went into Executive Session to discuss a personnel issue regarding an employee. At 7:50 PM the Trustees came out of Executive Session.

Mrs. Pesses informed the Trustees that the Director's evaluation had been completed and that the Personnel Committee had reviewed it with Ms. Madonna. Mrs. Pesses thanked the Trustees and Staff for their input and comments.

Ms. Madonna informed the Trustees that she would discuss nametags or some other form of staff identification with the employees at their next staff meeting.

Ms. Madonna informed the Trustees that Mrs. Pesses, Mrs. Franco, Ms. Gennett and she attended the MVLS Annual dinner and that Ms. Gennett had received the MVLS Service Award for her Bibliomaniacs teen group. This award included a check for \$500 for the Library and a citation from Senator Lopez. Mrs. Pesses said that she felt we should have a resolution from the Board acknowledging this work by Ms. Gennett. Mrs. Lair made a motion, seconded by Ms. Smith, to approve this resolution. Mrs. Pesses will complete this and present it to Ms. Gennett.

Ms. Madonna also discussed possibly adding Library Museum Passes to be loaned out to the Public as a new program. The Library would pay a yearly fee to each Museum selected and in exchange get passes or discounted passes to loan out to Patrons. The Trustees felt that this would be a good new addition to our services. These passes will only be available to residents of the Library's chartered service area as one of the preferred program services.

Mrs. Pesses informed the Board that we would be applying for some Grant Funding from the Greater Hudson Heritage Network to restore the old paintings of Levi Parsons. Ellen Wood will be assisting Ms. Madonna with the narrative portion of the grant. Money to restore the Duke of Wellington is earmarked in the Library's Restoration Fund.

Mrs. Pesses informed the Trustees that she and three other Trustees would be going to the NYLA program "Making Libraries an Essential Service" on May 28th in Ramapo, New York.

Mrs. Pesses informed the Trustees that we need to have an Orientation for New Board Members and any others who would like to attend. A meeting will be scheduled in the near future to accomplish this State requirement.

Mrs. Pesses also expressed her thanks to Ms. Madonna for putting together the slide show for the Presentation of the Budget for 2010-2011.

Mrs. Pesses informed the Trustees that we need to set a date and time for our Organization meeting. The Trustees agreed to have this meeting on July 1st at 3:30 PM.

Mrs. Pesses reminded the Trustees that the Friends would be holding a book sale on June 8th and 9th this year.

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

Mrs. Pesses asked if there was any old business to discuss. Mr. Frank asked if we had heard anything from The Board of Regents on our charter change. Ms. Madonna said that they don't have a meeting scheduled at this point until June.

Mrs. Pesses asked if there was any new business to be brought before the Trustees. Ms. Madonna informed the Trustees that the Levi Parsons Scholarship Fund had given out three scholarships this year.

The next regular meeting will be held on June 15, 2010 at 6:30 P.M.

Mr. Fisher made a motion, seconded by Ms. Smith to adjourn the meeting at 8:30 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Elizabeth Batchelor
Secretary