



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

December 15, 2009

The Gloversville Public Library Board of Trustees held a meeting on December 15, 2009 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Robin Lair, Jay Ephraim, David Heacock, Christine Pesses, David Fisher and Elizabeth Batchelor. Michael J. Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, and John Blackmon, a member of the Friends of the Gloversville Public Library, also attended the meeting. Karen Smith 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 November 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 Mr. Fisher to approve the minutes as presented. This motion was approved all voting aye.

Mr. Heacock reviewed the Treasurer's Report for the month of November and year-to-date through November 30, 2009. Mr. Heacock commented that it appeared that we were pretty well on track with our budget through the first five months of our fiscal year. Mr. Fisher made a motion, seconded by Ms. Batchelor, to accept the Treasurer's Report as presented. This was approved all voting aye.

Ms. Madonna informed the Trustees that our Director's and Officer's Liability Insurance policy was up for renewal as of December 1st and that she had gotten a quote to add Workplace Violence and Employment Practices to the policy. After some discussion, Ms. Batchelor made a motion, seconded by Mr. Heacock, just to renew the D & O policy. This was approved all voting aye. Ms. Madonna also informed the Trustees that she had received information from our Medical Insurance broker that our current plan was being done away with at the end of this policy year and that we should plan on an estimated 20% increase in doing our 2010-2011 budget. Mr. Frank informed the Trustees that we have this covered in our proposed budget.

Mr. Heacock distributed and reviewed the proposed Expense Budget for the fiscal year ending June 30, 2011. These numbers include an estimate of being open for 5 hours on Monday and also a 2% pay raise for all the employees. This brings our total estimated expenditures to \$405,194 for the fiscal year ending June 30, 2011. Ms. Lair made a motion, seconded by Ms. Batchelor, to approve this expense budget for the fiscal year ending June 30, 2011. This was approved all voting aye.

Ms. Madonna informed the Trustees that the results of the filming of the drains around the basement showed spider webs in the drains thus no water has been getting into the drains. A temporary solution is being considered that will tent the water away from the building over the winter months and the spring melt until a permanent solution can be decided on to correct the problem.

Ms. Madonna also informed the Trustees that she had met with Naomi Miller and Panitkwan Soontharuch from Naomi Miller Lighting and Meghan Brennen from Butler Rowland and Mays regarding the plans for the lighting in the Lobby. Various aspects of the lighting were discussed for possible consideration. The Building Committee will be reviewing these in connection with the rest of the Master Plan. Ms. Madonna also informed the Trustees that the new carpet was installed in the Children's room.

Ms. Madonna informed the Trustees that she had forgotten to send out the policies on Trustee Ethics Policy and Employee Handbook changes so they have now been distributed for approval at the January 2010 meeting. The Whistle Blower policy is at the attorney's office for review.

Mrs. Pesses informed the Trustees that some work had begun on the Library's Records Management and that more will be done in January after the holidays.

Ms. Madonna informed the Trustees that she had 3 new names on the list from Civil Service to contact

and that she had interviewed one on Saturday, had sent a letter to one of the others and had talked to the other one who is going to Library School at present and working part time at the Johnstown Library and said she might be able to fill in if we had an emergency shortage of help. Civil Service has still no response to our request for a Program Coordinator.

Mrs. Pesses presented a gift of appreciation from the Board of Trustees to Ms. Madonna for all her had work and dedication to our Library.

Mr. Blackmon said the Friends will be discussing the Library's request for funding at their January meeting and that the Friends had given the library employees each a Chamber Check for \$35 for Christmas.

Mr. Fisher informed the Trustees that the Foundation Finance Committee had met and would be recommending an amount to the full Board for approval at their meeting on January 7, 2010.

Under old business, Mrs. Pesses discussed the Broadalbin/Perth/Mayfield vote issue regarding support for the Library. After considerable discussion the Trustees felt that they, as an official governing body, could not pursue this any further and that possibly the Friends could start a grassroots effort through their membership to organize residents of these areas to get petitions signed to get this on the ballot of either the school elections or the November elections.

The next regular meeting will be held on January 19, 2010 at 6:30 P.M.

Mr. Heacock made a motion, seconded by Mr. Fisher to adjourn the meeting at 8:10 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Elizabeth Batchelor
Secretary