

Approved 5/11/17

Guilderland Public Library
Board of Trustees Meeting
April 13, 2017

Trustees Present: Christopher Aldrich, Bryan Best, Karen Carpenter Palumbo, Daniel Centi, Barbara Fraterrigo, Herb Hennings, Peter Hubbard, Judy Kahn, Carolyn Williams, Jason D. Wright

Absent: David Bosworth

Also Present: Mark Curiale, Margaret Garrett, Carol Kott, Bonnie St. Pierre, Jenna Schmonsky, Sean Silvernail, Carroll Valachovic (Treasurer), Tomomi Watanabe-Hudspath, Ann Wemple-Person, Tim Wiles

A. Meeting called to Order at 7:00 p.m.

B. Treasurer's Report for March 2017 – Carroll Valachovic

Clarifying payroll overage is priority.

Examination of fixed assets will be done after new payroll vendor is fully transitioned and retirement benefit issues are resolved.

MOTION: To accept Treasurer's Report for March 2017

Motion by: B. Fraterrigo

Seconded by: J. Kahn

Action: Motion carried unanimously (7:15 p.m.)

MOTION: To accept Check Register for March 2017

Motion by: C. Aldrich

Seconded by: B. Best

Action: Motion carried unanimously (7:17 p.m.)

C. Public Input Session I: None

D. Committee Reports:

Building & Grounds/Long Range Planning Report:

The roof grant paperwork will be submitted as soon as a few small projects are completed.

The preliminary planning and design timeline from Butler, Rowland & Mays was distributed.

Personnel Labor Management Report:

Both MOA's for CSEA Unit I and Unit II are finalized and signed.

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49 Policy Report:

50 The Policy Committee recommended revising 2 By-Law provisions.

51

52 The first reading of a revision to Article VII, Section I of the By-Laws, relating to
53 Standing Committees, was presented. The goal is to facilitate the continuity of
54 committee work, as needed, during the summer.

55

56 The first reading of a revision to Article IV, Section 2.b. of the By-Laws, relating to
57 Trustee absences, was presented. The goal is to set an objective numerical standard
58 for Trustee attendance at both Board and Committee meetings. Further changes
59 may be considered after attorney review.

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61 UHLS Report:

62 The Upper Hudson 56th Annual Dinner will be held on Wednesday, June 14, 2017
63 at the Albany Country Club.

64

65 Libraries are encouraged to apply for bullet aid grants from the State Senate.

66

67 On April 7, 2017 the UHLS meeting was held at the Guilderland Public Library.
68 Speaker, Valerie Gross from Howard County Library System gave a presentation
69 on "Libraries = Education: A New Way of Thinking."

70

71 Foundation Report:

72 The Foundation has arranged for 2 notable author events:

73

74 1. Marty Appel, baseball author of Casey Stengel: Baseball's Greatest Character
75 and historian, will speak at the Guilderland Public Library on Thursday, May 4,
76 2017 at 7 p.m. This is a non-ticketed event.

77

78 2. David Oshinsky, author of Polio, An American Story, for which he won the
79 2016 Pulitzer Prize in History, will be speaking at the Guilderland Public
80 Library on Thursday, June 22, 2017 at 7 p.m.

81

82 Rosemary Revoir, Foundation President, presented the Foundation's proposal for
83 the Library's "Quarter Century Celebration." The intent is for the event to be held
84 in the Library to showcase both the strengths and needs of the building in its
85 current state. The Foundation requested that the Library close early on a Thursday
86 evening in September or October of 2017 for this event.

87

88 E. Staff & Director's Reports for March 2017

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90 MOTION: To approve the Staff and Director's Reports for March 2017

91 Motion by: C. Aldrich

92 Seconded by: B. Best

93 Action: Motion carried unanimously (8:29 p.m.)

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F. New Business:

Discussion was held concerning potential effects on the Library of the real property tax exemption that Pyramid Management has requested from the Guilderland IDA for the construction of a hotel next to Crossgates Mall. The Library will confer with the GCSD, and a letter will be sent from the Library to the IDA seeking additional information to help determine whether, and to what extent, there may be financial consequences to the Library.

The Guilderland Police Department is holding an Annual National Night Program on Tuesday, August 1, 2017. The Guilderland Public Library will have an informational table at the event.

An Annual Joint Meeting with the School Board and Library Board will be held at the Guilderland Public Library on Tuesday, April 25, 2017 at 5 p.m.

After discussion was had about the 15-20 patrons owing more than \$200 in fines, it was determined that all reasonable attempts to recoup the fines have been made, including the revocation of borrowing privileges, and no further recourse is feasible or cost-effective.

G. Minutes of Regular Board Meeting – March 2017

MOTION: To accept and approve the Minutes of Regular Board Meeting March 2017

Motion by: C. Aldrich

Seconded by: K. Carpenter Palumbo

Action: Motion carried unanimously (9:32 p.m.)

H. Old Business:

MOTION: To reconsider closing the Guilderland Public Library at 5:00 p.m. for the Foundation to host the Guilderland Public Library's Quarter-Century Celebration

Motion by: B. Fraterrigo

Seconded by: J. Wright

Action: Motion carried unanimously (9:35 p.m.)

MOTION: To close the Guilderland Public Library no earlier than 5:00 p.m. on a mutually agreed upon Thursday evening in September or October 2017 for the Foundation to host the Guilderland Public Library's Quarter-Century Celebration

Motion by: C. Aldrich

Seconded by: B. Best

In Favor: C. Aldrich, B. Best, K. Carpenter Palumbo, D. Centi,

B. Fraterrigo, H. Hennings, J. Kahn

Opposed: P. Hubbard, C. Williams

Abstained: J. Wright

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145 Action: Motion carried (9:40 p.m.)

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I. Executive Session

148

149 MOTION: To enter Executive Session

150 Motion by: P. Hubbard

151 Seconded by: B. Best

152 Action: Motion carried unanimously (9:41 p.m.)

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154 MOTION: to exit Executive Session

155 Motion by: C. Aldrich

156 Seconded by: P. Hubbard

157 Action: Motion carried unanimously (10:15 p.m.)

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159 MOTION: To authorize T. Wiles to engage Ten Eyck Brokerage Group to
160 provide quotes for Directors' and Officers' insurance coverage, and
161 Property & Liability coverage

162 Motion by: K. Carpenter Palumbo

163 Seconded by: J. Kahn

164 Action: Motion carried unanimously (10:18 p.m.)

165

166 MOTION: To hire Paylocity as the payroll vendor for the Guilderland
167 Public Library, in accordance with the written proposal dated

168 April 11, 2017

169 Motion by: C. Aldrich

170 Seconded by: B. Best

171 Action: Motion carried unanimously (10:19 p.m.)

172

173 MOTION: To approve the following personnel actions:

174 Appointment of Bethany Strock, part-time Library Clerk in ACS effective
175 3/22/17 at a pay rate of \$13.00/hour.

176

177 Appointment of Shobana Prasad, part-time Page in ACS effective 3/29/17 at
178 a pay rate of \$10.00/hour.

179

180 Appointment of Elisabeth Smith, from part-time Librarian I to full-time
181 Librarian I in PPS effective 4/12/17 at a pay rate of \$24.00/hour.

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183 Motion by: B. Fraterrigo

184 Seconded by: P. Hubbard

185 Action: Motion carried unanimously (10:19 p.m.)

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187 MOTION: To adjourn

188 Motion by: P. Hubbard

189 Seconded by: K. Carpenter Palumbo

190 Action: Motion carried unanimously (10:20 p.m.)

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193 Transcribed by J. Schmonsky, Library Assistant-Administration
194 Submitted by J. Kahn, Secretary