

Approved 6/15/17

Guilderland Public Library
Board of Trustees Meeting
May 11, 2017

Trustees Present: Christopher Aldrich, Bryan Best (arrived 7:26 p.m.),
Daniel Centi, Herb Hennings, Judy Kahn, Karen Carpenter Palumbo
Carolyn Williams, Jason D. Wright
Absent: Barbara Fraterrigo, Peter Hubbard

Also Present: Mark Curiale, Kaitlin Downey (Board Candidate), Margaret Garrett,
David Gilliom, Carol Kott, Lisa Pitkin, Nareen Luz Rivas (Board Candidate),
Jenna Schmonsky, Sean Silvernail, Carroll Valachovic (Treasurer), Tim Wiles,
Unidentified Member of the Public

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

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

C. Valachovic proposed closing 2 NBT savings accounts and consolidating those
accounts into one of our existing money market accounts.

RESOLUTION: Close NBT Bank Capital Reserve (ICS) account and deposit its
funds into the existing NBT Bank Money Market (ICS) account.

MOTION: To approve the Resolution to close the NBT Bank Capital
Reserve (ICS) account and deposit its funds into the existing NBT Bank
Money Market (ICS) account

Motion by: C. Aldrich

Seconded by: J. Kahn

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

RESOLUTION: Close NBT Savings Account and deposit its funds into the existing
NBT Bank Money Market (ICS) account.

MOTION: To approve the Resolution to close the NBT Savings Account
and deposit its funds into the existing NBT Bank Money Market (ICS)
account

Motion by: C. Aldrich

Seconded by: J. Wright

Action: Motion carried unanimously (7:18 p.m.)

MOTION: To accept Treasurer's Report for April 2017 as presented

Motion by: C. Aldrich

Seconded by: K. Carpenter Palumbo

Action: Motion carried unanimously (7:19 p.m.)

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46 MOTION: To accept Check Register for April 2017 as presented
47 Motion by: C. Aldrich
48 Seconded by: H. Hennings
49 Action: Motion carried unanimously (7:22 p.m.)
50

51 C. Public Input Session I: None
52

53 D. Committee Reports:

54 Policy Report:

55 The Policy Committee proposed revisions to Article VII, Section I and Article IV,
56 Section 2.b. of the By-Laws for adoption, both of which had first readings at
57 Trustee Meeting on April 13, 2017.
58

59 MOTION: To approve revision of Article VII, Section I of the By-Laws to
60 state:
61

62 1) Standing Committees

63 The Board shall function with the following standing committees:
64 Finance, Personnel, Labor Management, Building and Grounds,
65 Policies, Long Range Planning, and Nominating. The President shall
66 appoint a chair and other members of each standing committee, and
67 such assignments shall be approved by the Board no later than the
68 September meeting.
69

70 Motion by: K. Carpenter Palumbo

71 Seconded by: J. Wright

72 Action: Motion carried unanimously (7:29 p.m.)
73
74

75 MOTION: To approve revision of Article IV, Section 2.b. of the By-Laws
76 to state:
77

78 b. If any Trustee is absent from three (3) consecutive Board meetings or
79 four (4) Board meetings of the total number of meetings in any fiscal year,
80 or, with the exception of the President, four (4) meetings in any fiscal year
81 of any committees of which he/she is a member, after providing appropriate
82 due process, the Board may remove the absentee Trustee by a majority vote.
83 After final determination and notification to the absent Trustee, the vacancy
84 shall be filled in accordance with Article III, Section 3. A Trustee who has
85 been removed shall be ineligible for election to the Board for a period one
86 (1) year from the date of removal.
87

88 Motion by: J. Wright

89 Seconded by: B. Best

90 In Favor: C. Aldrich, B. Best, D. Centi, J. Kahn, J. Wright

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91 Abstained: K. Carpenter Palumbo, H. Hennings, C. Williams
92 Action: Motion passed (7:40 p.m.)
93

94 After discussion about remote participation by Trustees at Board meetings,
95 it was remanded to the Policy Committee for a recommendation.
96

97 UHLS Report:

98 The Upper Hudson Meeting was held on Wednesday, May 10, 2017. David
99 Worden, a former Board of Trustee at the Guilderland Public Library who served
100 on the Board from 1991-2000 was eulogized.
101

102 The Upper Hudson 56th Annual Dinner will be held on Wednesday, June 14, 2017
103 at the Albany Country Club. Awards will be given out.
104

105 Launching of the Boopsie Mobile App, a mobile app designed for libraries is
106 expected to take place soon.
107

108 Foundation Report:

109 The May 4, 2017 event, featuring Marty Appel, author of Casey Stengel: Baseball's
110 Greatest Character, and historian, had 75 people in attendance and sold 31 books.
111

112 David Oshinsky, Pulitzer Prize winning author of Polio, An American Story, will
113 be speaking on June 22, 2017 about his newest book, Bellevue, Three Centuries of
114 Medicine and Mayhem at America's Most Storied Hospital. The talk will be
115 preceded by a fund-raising reception.
116

117 The Foundation is exploring long-term investing options.
118

119 E. Staff & Director's Reports for April 2017

120
121 Wednesday, June 14, 2017 is Staff Development Day. T. Wiles requested that the
122 Board provide breakfast for the staff, foundation, and board members, as it has
123 done in past years.
124

125 MOTION: To provide breakfast for Staff Development Day on Wednesday,
126 June 14, 2017, for an amount not to exceed \$300.00

127 Motion by: K. Carpenter Palumbo

128 Seconded by: B. Best

129 Action: Motion carried unanimously (8:12 p.m.)
130

131 MOTION: To approve the Staff and Director's Reports for April 2017

132 Motion by: C. Aldrich

133 Seconded by: H. Hennings

134 Action: Motion carried unanimously (8:12 p.m.)
135

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136 A moment of silence was taken for our former Board of Trustees, David Worden
137 and David Bosworth.

138
139 F. New Business:

140
141 T. Wiles has a meeting scheduled with NY State Senator George Amedore, and it
142 was recommended that he be asked to fund improvements to the front landscaping
143 and security upgrades in the building.

144
145 The Guilderland Public Library will be closed at 5:00 p.m. on Thursday, October
146 26, 2017 for a Foundation event to host a “Quarter-Century Celebration of the
147 Library.” There will be Trustee representation on the event committee.

148
149 T. Wiles have had conversations with CDTA representatives about the potential of
150 acquiring an out-of-service minibus for use as mobile library service.

151
152 The Board declined to take a public position on the application from Pyramid
153 Management to the Guilderland IDA for a property tax exemption related to
154 proposed construction of a hotel next to Crossgates Mall.

155
156 Building & Grounds/Long Range Planning Report:

157 The replacement of heat pumps has been determined to be a Type II SEQRA
158 action, and therefore exempt from a SEQRA review, in the opinion of the
159 engineers, ME Engineering Consultants.

160
161 **Resolution on SEQRA Determination Related to Potential Heating Ventilation
162 and Air Conditioning Improvements**

163
164 **WHEREAS, the Guilderland Public Library Board of Trustees is in the
165 process of reviewing a proposed capital project;**

166
167 **WHEREAS, the Board determined, based on the written advice and
168 representations of Mechanical Electrical Engineering Consultants, that the
169 proposed project involved several aspects that do not significantly impact the
170 environment and are classified as Type II actions and therefore exempt from
171 SEQRA review;**

172
173 **WHEREAS, the Board declared its intent to be lead agency for the SEQRA
174 review of this unlisted action and coordinated with the potential involved and
175 interested agencies;**

176
177 **WHEREAS, the agencies responded that they had no objection to the Board
178 being lead agency;**

179

180 **NOW THEREFORE BE IT RESOLVED** that the Board is hereby confirmed
181 **as SEQRA lead agency and that the Board hereby declares that the proposed**
182 **HVAC improvements will not cause a significant adverse environmental**
183 **impact and that it is not necessary to prepare an Environmental Assessment**
184 **Form and a Draft Environmental Impact Statement. The Board finds that the**
185 **improvements will take place within the boundaries of the existing disturbed**
186 **and constructed site that there will be no impact on archeological or cultural**
187 **resources, no impact on flora and fauna, including no impact on State or**
188 **federally regulated threatened and endangered species, no impact on**
189 **regulated natural resources such as wetlands or streams.**

190
191 MOTION: To approve resolution on SEQRA Determination Related to
192 Potential Heating Ventilation and Air Conditioning Improvements
193 Motion by: C. Aldrich
194 Seconded by: K. Carpenter Palumbo
195 Action: Motion carried unanimously (9:06 p.m.)
196

197 **G. Minutes of Regular Board Meeting – April 2017**

198
199 MOTION: To accept the Minutes of Regular Board Meeting April 2017 as
200 presented
201 Motion by: C. Aldrich
202 Seconded by: C. Williams
203 Action: Motion carried unanimously (9:07 p.m.)
204

205 **H. Old Business:**

206
207 C. Aldrich and P. Hubbard will be the Trustee representatives on the Master
208 Plan Committee working with Paul Mays.
209

210 **I. Executive Session**

211
212 MOTION: To enter Executive Session
213 Motion by: J. Kahn
214 Seconded by: J. Wright
215 Action: Motion carried unanimously (9:10 p.m.)
216

217 MOTION: to exit Executive Session and to Adjourn
218 Motion by: J. Wright
219 Seconded by: B. Best
220 Action: Motion carried unanimously (10:24 p.m.)
221

222 Transcribed by J. Schmonsky, Library Assistant-Administration
223 Submitted by J. Kahn, Secretary