

Approved 12/6/18

Guilderland Public Library
Board of Trustees Meeting
October 18, 2018

Trustees Present: Christopher Aldrich, Bryan Best, Kaitlin Downey, Barbara Fraterrigo, Herb Hennings, Peter Hubbard, Michael Marcantonio, Barry Nelson, Karen Carpenter Palumbo (arrival 7:02 p.m.), Nareen Rivas (arrival 7:04 p.m.), Jason Wright (arrival 7:05 p.m.)

Also Present: Mark Curiale, David Gilliom, Carol Kott, Jenna Schmonsky, Sean Silvernail, Carroll Valachovic (Treasurer), Tim Wiles

A. Meeting called to Order at 7:01 p.m.

B. Public Input Session: None

C. Treasurer's Report and Check Register for September 2018 – Carroll Valachovic

Due to a printing malfunction, check signing was delayed.

MOTION: To authorize T. Wiles and M. Garrett to sign the remaining checks

Motion by: K. Carpenter Palumbo

Seconded by: B. Nelson

Action: Motion carried unanimously (7:04 p.m.)

CD Laddering

MOTION: To invest \$2.4 million into a CD Laddering account at CapCom

Motion by: C. Aldrich

Seconded by: M. Marcantonio

Abstained: K. Carpenter Palumbo

Action: Motion passed (7:08 p.m.)

MOTION: To approve the Treasurer's Report and Check Register for September 2018 as presented

Motion by: K. Downey

Seconded by: P. Hubbard

Action: Motion carried unanimously (7:09 p.m.)

Approved 12/6/18

D. Committee Reports:

Buildings & Grounds/Long Range Planning Committee Report:

Construction Grant 2019 – work is wrapping up. Grant money expected next summer.

PR/Fundraising Firm – the Board is in favor of having the Design Steering Committee investigate a media consultant to promote library expansion.

Heat Pumps update – Family Danz completed installation of 26 heat pumps.

Sprinkler System update – still working on an engineering solution to install water line.

Finance/Audit Report:

Actuary – The library’s current auditors, Marvin & Company recommended two firms, Milliman and Bouchey & Clarke for the OPED calculation.

UHLS Committee Report:

The whole state construction grant budget is spoken for.

Foundation Report:

The Gala 2018 Masquerade Ball raised approximately \$17,750.00.

Board suggested that the Naming Rights policy be discussed at the next Policy Committee meeting.

Fundraising Committee: B. Best appointed C. Aldrich, P. Hubbard, M. Marcantonio, K. Carpenter Palumbo, and J. Wright to the committee.

E. Director’s & Staff Reports for September 2018

T. Wiles highlighted the following:

- Construction grant funding was awarded \$86,847.00
- M. Curiale came through at the last minute on program design for the 2018 Gala.
- Security Cameras

Approved 12/6/18

- 92 • Cookbook Club
- 93
- 94 • Outreach events
- 95
- 96 • Better Angels
- 97
- 98 • Storytimes
- 99
- 100 • Cyber Phishing
- 101
- 102 • Better Books Sale
- 103

104 MOTION: To Approve the Director's & Staff Reports for September 2018
105 as presented

106 Motion by: K. Downey

107 Seconded by: P. Hubbard

108 Action: Motion carried unanimously (8:05 p.m.)

109 **F. Old Business:**

110
111
112 Fine Free for Kids update – In the month of September, 233 patrons had fines
113 waived in the amount of \$671.00. That being an average of \$2.87 per patron
114 who took advantage of the promotion. \$109.00 was donated to the Guilderland
115 Food Pantry. Going fine free permanently continues to be discussed at the
116 system level.

117 **G. Minutes of Regular Business Meeting – September 13, 2018**

118
119
120 MOTION: To Approve the Minutes of the Regular Business Meeting –
121 September 13, 2018

122 Motion by: C. Aldrich

123 Seconded by: B. Fraterrigo

124 Abstained: B. Best, J. Wright

125 Action: Motion passed (8:17 p.m.)

126 **H. Minutes of Special Board Meeting – October 11, 2018**

127
128
129 MOTION: To Approve the Minutes of the Special Board Meeting –
130 October 11, 2018

131 Motion by: K. Downey

132 Seconded by: H. Hennings

133 Action: Motion carried unanimously (8:17 p.m.)

134
135
136

Approved 12/6/18

I. Executive Session

137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179

MOTION: To Enter Executive Session to Discuss Personnel Actions
Motion by: P. Hubbard
Seconded by: K. Carpenter Palumbo
Action: Motion carried unanimously (8:17 p.m.)

MOTION: To Accept Personnel Actions as presented

Appointments of:

Carly Drislane, Part-Time Library Clerk in Access Services effective
October 1, 2018 @ \$13.53/hour

Sean Claesgens, Part-Time Library Page in Access Services effective
October 8, 2018 @ \$11.10/hour

Carly Drislane, Full-Time Library Clerk in Access Services effective
October 15, 2018 @ \$13.53/hour

Resignation of:

Khushbu Vyas, Full-Time Library Clerk in Access Services effective
October 25, 2018

Retirement for New York State Retirement purposes of:

Roseanne Marcantonio, Full-Time Senior Library Clerk in Access Services
effective October 30, 2018

Motion by: K. Carpenter Palumbo
Seconded by: N. Rivas
Abstained: M. Marcantonio
Action: Motion passed (8:26 p.m.)

MOTION: To Exit Executive Session
Motion by: B. Nelson
Seconded by: K. Carpenter Palumbo
Action: Motion carried unanimously (8:29 p.m.)

MOTION: To Adjourn
Motion by: B. Fraterrigo
Seconded by: N. Rivas

Approved 12/6/18

180 Action: Motion carried unanimously (8:30 p.m.)
181
182 Transcribed by J. Schmonsky, Administrative Assistant
183 Submitted by K. Downey, Secretary