

Approved 1/16/2020

Guilderland Public Library
Board of Trustees Meeting
December 19, 2019

Trustees Present: Cathy Barber, Bryan Best, Kaitlin Downey, Barbara Fraterrigo (arrival 7:21 pm), Herb Hennings, Phil Metzger, Barry Nelson, Nareen Rivas, Jason Wright

Absent: Peter Hubbard, Mark Keeling

Also Present: Chris Aldrich (Treasurer), David Gilliom, Carol Kott, Luanne Nicholson, Jenna Schmonsky, Sean Silvernail, Tim Wiles

A. Meeting called to Order at 7:05 p.m.

B. Public Input Session: No Comments

C. Treasurer's Report for November 2019 (C. Aldrich)

D. Check Register for December 2019 (C. Aldrich)

MOTION: To approve Treasurer's Report for November 2019 & Check Register for December 2019

Motion by: K. Downey

Seconded by: B. Nelson

Action: Motion carried unanimously (7:14 p.m.)

E. Committee Reports:

Buildings & Grounds/Long Range Planning Report (B. Nelson):

No meeting

Design Report (T. Wiles):

Contract with Turner Engineering is in review process.

Finance/Audit Report (K. Downey):

Upcoming meetings scheduled for Thursday, January 16 at 6:00 p.m. and Wednesday, January 29 at 5:00 p.m.

Personnel/Labor Management Report (B. Fraterrigo):

Defer to executive session regarding CSEA Unit I & II contracts and mediation pay.

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Policy Committee Report (N. Rivas):
The No Smoking Policy was reviewed

MOTION: To adopt the No Smoking Policy as presented
Motion by: K. Downey
Seconded by: P. Metzger
Action: Motion carried unanimously (7:18 p.m.)

UHLS Committee Report (H. Hennings):
Agreement for Upper Hudson Library Access Network (UHLAN) for approval

MOTION: To approve UHLAN Agreement
Motion by: H. Hennings
Seconded by: B. Nelson
Action: Motion carried unanimously (7:20 p.m.)

Foundation Report:
No report/no December meeting

F. Director's & Staff Reports for November 2019

T. Wiles highlighted the following:

- Award to Assemblymember, Pat Fahy
- Three employees responded to a patron health incident
- Social media stats improving
- Electronic sign – working with Town to reduce brightness
- eBook column widely read
- Board game program
- Cut the cord program
- RB Digital (online streaming service) – starts in January
- \$1,000 grant for the senior writing program

MOTION: To accept the Director's & Staff Reports for November 2019
Motion by: K. Downey
Seconded by: N. Rivas
Action: Motion carried unanimously (7:25 p.m.)

G. Old Business:

The April 2020 board meeting will be scheduled for Thursday, April 9th.

There is a candidate who is interested in the Treasurer role for the Board of Trustees. An interview will take place before the next board meeting.

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92 **H. Minutes of Regular Business Meeting – November 21, 2019**

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94 MOTION: To adopt Minutes of Regular Business Meeting –
95 November 21, 2019
96 Motion by: B. Fraterrigo
97 Seconded by: P. Metzger
98 Abstained: N. Rivas
99 Action: Motion carried (7:28 p.m.)

100 **I. Executive Session**

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103 MOTION: To enter executive session to discuss collective negotiations
104 pursuant to article 14 of the Civil Service Law with the CSEA Union and to
105 discuss the hiring of an employee
106 Motion by: B. Nelson
107 Seconded by: P. Metzger
108 Action: Motion carried unanimously (7:28 p.m.)

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110 MOTION: To exit executive session
111 Motion by: B. Fraterrigo
112 Seconded by: B. Nelson
113 Action: Motion carried unanimously (8:34 p.m.)

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115 MOTION: To approve personnel actions as presented in executive session:

116 Maura Lynch, Full-Time Librarian I to Full-Time Librarian II in the
117 Programming and Public Services Department effective December 18, 2019
118 with a pay rate of \$26.15/hour, 37.5 hours/week

119 Motion by: K. Downey
120 Seconded by: J. Wright
121 Action: Motion carried unanimously (8:35 p.m.)

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123 MOTION: To adjourn
124 Motion by: B. Nelson
125 Seconded by: C. Barber
126 Action: Motion carried unanimously (8:35 p.m.)

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128 Transcribed by J. Schmonsky, Administrative Assistant
129 Submitted by K. Downey, Secretary