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Approved 3/21/19

Guilderland Public Library  
Special Board of Trustees Meeting  
February 28, 2019

**Trustees Present:** Christopher Aldrich, Best Best, Kaitlin Downey, Herb Hennings, Peter Hubbard, Michael Marcantonio, Barry Nelson, Karen Carpenter Palumbo, Nareen Rivas (arrival 7:23 p.m.), Jason Wright (arrival 6:49 p.m.)

**Trustees Absent:** Barbara Fraterrigo

**Also Present:** Neel Banerjee, Margaret Garrett, Carol Kott, Kim LaPlant, Luanne Nicholson, Jenna Schmonsky, Ann Wemple-Person, Tim Wiles

A. Meeting called to Order at 6:35 p.m.

B. Public Input Session: None

**C. Approval of Draft 2017-2018 Audit Report**

The Guilderland Public Library is switching from the not-for-profit to government model for the annual audit. New auditors included an IT/Security Assessment. S. Silvernail's response was distributed.

MOTION: To Approve Draft 2017-2018 Audit Report

Motion by: B. Nelson

Seconded by: P. Hubbard

Action: Motion carried unanimously (6:48 p.m.)

**D. Check Register for February 2019**

MOTION: To Approve the Check Register for February 2019

Motion by: K. Carpenter Palumbo

Seconded by: P. Hubbard

Action: Motion carried unanimously (6:52 p.m.)

**E. Budget Proposal for 2019-2020**

Increase in materials budget by \$20,000.00 - electronic material is in high demand.

Equipment leased increased due to expected rental of RFID (Radio Frequency Identification).

47 MOTION: To Approve the Budget Proposal for 2019-2020  
48 Motion by: K. Downey  
49 Seconded by: P. Hubbard  
50 Action: Motion carried unanimously (7:01 p.m.)  
51

52 **F. 2018 NYS Annual Report:**

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54 MOTION: To Endorse the 2018 NYS Annual Report  
55 Motion by: B. Nelson  
56 Seconded by: C. Aldrich  
57 Action: Motion carried unanimously (7:05 p.m.)  
58

59 **G. Design Steering Committee Update**

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61 The SEQRA Resolution for library renewal is underway  
62  
63 The Fundraising Committee is making progress on library renewal project  
64

65 **H. Executive Session**

66  
67 MOTION: To Enter Executive Session to Discuss Personnel Matters  
68 Motion by: P. Hubbard  
69 Seconded by: K. Carpenter Palumbo  
70 Action: Motion carried unanimously (7:40 p.m.)  
71

72 MOTION: To Approve Personnel Actions as presented  
73

74 Appointments of:

75 Ryan Walsh, Part-Time Library Page in Access Services Department effective  
76 February 25, 2019 @ \$11.10/hour, 16 hours per week

77 Mary Kim Purcell, Part-Time Library Clerk in Access Services Department  
78 effective February 28, 2019 @ \$13.53/hour, 20 hours per week

79 Resignations of:

80 Mike Baggett, Part-Time Custodial Worker in Maintenance Department effective  
81 January 12, 2019

82 Jennifer Rutherford, Part-Time Library Clerk in Access Services Department  
83 effective January 25, 2019

84 Maria Bianchi, Part-Time Library Clerk in Access Services Department effective  
85 January 29, 2019

86 Dante Vittone, Part-Time Library Clerk in Access Services Department effective  
87 March 1, 2019

88 Termination of:

89 Grace Johnson, Part-Time Library Page in Access Services Department effective  
90 February 8, 2019

91

92 Motion by: K. Carpenter Palumbo

93 Seconded by: J. Wright

94 Action: Motion carried unanimously (8:14 p.m.)

95

96 Votes on Management/Confidential Contracts:

97

98 1. MOTION: To Approve an annual raise of 2.8% for the following employees:

99 Margaret Garrett, Carol Kott, and Sean Silvernail

100 In Favor: C. Aldrich, B. Best, H. Hennings, B. Nelson, J. Wright

101 Abstained: K. Downey

102

103 2. MOTION: To Approve an annual salary of \$40,000.00 for David Gilliom

104 In Favor: B. Best, H. Hennings, B. Nelson, J. Wright, M. Marcantonio,

105 N. Rivas, P. Hubbard, K. Carpenter Palumbo

106 Abstained: K. Downey

107 Action: Motion passed (8:26 p.m.)

108

109 3. MOTION: To Approve an annual salary of \$50,000.00 for Jon Lorang and  
110 Thomas Nucci

111 In Favor: H. Hennings, B. Best, C. Aldrich, M. Marcantonio, N. Rivas

112 Against: K. Carpenter Palumbo, J. Wright, B. Nelson, P. Hubbard

113 Abstained: K. Downey

114 Action: Motion passed (8:28 p.m.)

115

116 4. MOTION: To Approve an annual salary of \$36,000.00 for Jenna Schmonsky

117 In Favor: C. Aldrich, P. Hubbard, M. Marcantonio, J. Wright, B. Nelson

118 Abstained: B. Best, N. Rivas, K. Carpenter Palumbo, K. Downey

119 Action: Motion passed (8:34 p.m.)

120

121 5. MOTION: To Raise the employer's portion of the health insurance payment  
122 to \$450.00 for persons with individual plans, \$690.00 for persons with two  
123 person plans, and \$880.00 for persons with family plans

124 Motion by: B. Best

125 Seconded by: C. Aldrich

126 In Favor: C. Aldrich, H. Hennings, B. Best, M. Marcantonio, P. Hubbard,

127 K. Carpenter Palumbo, B. Nelson, J. Wright, N. Rivas

128 Abstained: K. Downey

129 Action: Motion passed (8:39 p.m.)

130 6. MOTION: To Review dental insurance for the next contract in 2020  
131 Motion by: K. Carpenter Palumbo  
132 Seconded by: J. Wright  
133 Action: Motion carried unanimously (8:49 p.m.)

134  
135 MOTION: To Exit Executive Session  
136 Motion by: P. Hubbard  
137 Seconded by: B. Nelson  
138 Action: Motion carried unanimously (8:52 p.m.)

139  
140 MOTION: To Adjourn  
141 Motion by: K. Carpenter Palumbo  
142 Seconded by: P. Hubbard  
143 Action: Motion carried unanimously (8:53 p.m.)

144 Transcribed by J. Schmonsky, Administrative Assistant

145 Submitted by K. Downey, Secretary