

Approved 4/18/19

Guiderland Public Library
Board of Trustees Meeting
March 21, 2019

Trustees Present: Christopher Aldrich, Bryan Best, Kaitlin Downey, Barbara Fraterrigo, Herb Hennings, Mike Marcantonio, Barry Nelson, Nareen Rivas, Jason Wright

Absent: Peter Hubbard, Karen Carpenter Palumbo

Also Present: Margaret Garrett, David Gilliom, Carol Kott, Luanne Nicholson, Jenna Schmonsky, Sean Silvernail, Carroll Valachovic (Treasurer), Tim Wiles

A. Meeting called to Order at 7:04 p.m.

B. Public Input Session: No Comments

C. Treasurer's Report for January & February 2019

MOTION: To Accept the Treasurer's Report for January & February 2019

Motion by: C. Aldrich

Seconded by: B. Fraterrigo

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

D. Check Register for March 2019

MOTION: To Accept the Check Register for March 2019

Motion by: C. Aldrich

Seconded by: K. Downey

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

E. Committee Reports:

Buildings & Grounds/Long Range Planning Committee Report:

The Guiderland School District has placed our renewal project on the ballot for May 21, 2019.

Design Steering Committee: There is a scheduled meeting at 4:30 p.m. on April 11, 2019.

There will be three public events on April 16, 2019 at 4:00 p.m. and 6:30 p.m., and May 2, 2019 at 6:30 p.m. to inform voters about the renewal project.

\$250,000 grant from Assembly member, Pat Fahy

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46 Board Meeting on May 16, 2019 will be held at 7:30 p.m. due to T. Wiles
47 speaking at McKownville Neighborhood Association.

48
49 Long Range Plan for the library expires December 31, 2019 – After
50 referendum, a new plan should be written.

51
52 Heat pumps – finishing up installation and duct work

53
54 Personnel/Labor Management Report:

55
56 Administrative contracts close to finalization

57
58 Policy Committee Report:

59
60 A committee meeting is scheduled on April 10, 2019 to discuss a few policies
61 that need to be updated.

62
63 UHLS Committee Report:

64
65 Legislative day on February 27, 2019 was successful

66
67 Annual dinner is on June 12, 2019

68
69 Foundation Report:

70
71 Capacity building program – Berkshire Bank Grant – Library may apply

72
73 Former Trustee to be honored with Veterans banner

74
75 Sponsoring a notable author on May 18, 2019 2:00 p.m., Art Shamsky who
76 wrote, “After the Miracle: The Lasting Brotherhood of the 1969 Mets.

77
78 **F. Director & Staff Reports for January & February 2019**

79
80 T. Wiles highlighted the following:

- 81
- 82 • Completed NYS Annual Report
 - 83
 - 84 • New format on monthly calendar submitted into Our Towne
 - 85
 - 86 • 3 Little Birds Music and Movement – very popular program
 - 87
 - 88 • Winter Reading Program – 3,800 books were logged
 - 89
 - 90 • Oscar movies – great attendance

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- 91 • Grant – Community Artbook Project – passed around a sample
- 92
- 93 • Library Advocacy Day
- 94
- 95 • Self-checkout machines – doing great business
- 96
- 97 • Fax services are now free
- 98
- 99 • Annual fire inspection – 10 Carbon Monoxide detectors installed
- 100
- 101 MOTION: To Accept the Director & Staff Reports for January & February
- 102 2019
- 103 Motion by: K. Downey
- 104 Seconded by: M. Marcantonio
- 105 Action: Motion carried unanimously (7:47 p.m.)
- 106

G. Old Business:

- 107
- 108
- 109 System-wide MyCard – children can get this card without parental consent.
- 110 Checkout up to 3 items without paying any fines. UHLS is encouraging
- 111 libraries to use MyCard.
- 112
- 113 MOTION: To participate by accepting MyCard at the Guilderland Public
- 114 Library
- 115 Motion by: H. Hennings
- 116 Seconded by: B. Nelson
- 117 Action: Motion carried unanimously (8:02 p.m.)
- 118

H. Minutes of Regular Business Meeting – January 17, 2019

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- 121 MOTION: To Adopt the Minutes of the January 17, 2019 Regular Business
- 122 Board Meeting
- 123 Motion by: C. Aldrich
- 124 Seconded by: M. Marcantonio
- 125 Action: Motion carried unanimously (8:03 p.m.)
- 126

I. Minutes of Special Board Meeting – February 28, 2019

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- 129 MOTION: To Adopt the Minutes of the February 28, 2019 Special Board
- 130 Meeting
- 131 Motion by: C. Aldrich
- 132 Seconded by: K. Downey
- 133 Abstained: B. Fraterrigo
- 134 Action: Motion carried (8:03 p.m.)
- 135

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J. Minutes of Special Board Meeting – March 11, 2019

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MOTION: To Adopt the Minutes of the March 11, 2019 Special Board Meeting
Motion by: C. Aldrich
Seconded by: B. Fraterrigo
Abstained: H. Hennings, B. Nelson, J. Wright
Action: Motion carried (8:03 p.m.)

K. Executive Session

MOTION: To Enter Executive Session to discuss personal matters
Motion by: B. Nelson
Seconded by: H. Hennings
Action: Motion carried unanimously (8:04 p.m.)

MOTION: To Approve appointment of Wilsinia Ocasio, Part-Time Library Clerk in Access Services Department effective March 20, 2019 @ \$13.53/hour, 8 hours per week
Motion by: C. Aldrich
Seconded by: M. Marcantonio
Action: Motion carried unanimously (8:17 p.m.)

MOTION: To increase Tim Wiles' Annual Salary to \$98,000.00 in 2019, \$100,000.00 in 2020, and \$102,000.00 in 2021 to be effective January 1
Motion by: C. Aldrich
Seconded by: M. Marcantonio
Action: Motion carried unanimously (9:05 p.m.)

MOTION: To Exit Executive Session
Motion by: B. Fraterrigo
Seconded by: J. Wright
Action: Motion carried unanimously (9:07 p.m.)

MOTION: To Adjourn
Motion by: B. Nelson
Seconded by: K. Downey
Action: Motion carried unanimously (9:07 p.m.)

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