

Approved 9/13/18

Guilderland Public Library
Board of Trustees Meeting
July 24, 2018

Trustees Present: Christopher Aldrich, Bryan Best, Kaitlin Downey, Barbara Fraterrigo (arrived 7:29 p.m.), Herb Hennings, Michael Marcantonio, Barry Nelson, Nareen Rivas

Absent: Peter Hubbard, Karen Carpenter Palumbo, Jason Wright

Also Present: Mark Curiale, Margaret Garrett, David Gilliom, Carol Kott, Kim LaPlant, Roseanne Marcantonio, Bonnie St. Pierre, Jenna Schmonsky, Sean Silvernail, Carroll Valachovic (Treasurer), Tim Wiles

A. Meeting called to Order at 6:46 p.m.

B. Public Input Session: None

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

MOTION: To approve the Treasurer's Report for June 2018 as presented

Motion by: C. Aldrich

Seconded by: K. Downey

Action: Motion carried unanimously (6:50 p.m.)

MOTION: To approve the Check Register for June 2018 as presented

Motion by: C. Aldrich

Seconded by: K. Downey

Action: Motion carried unanimously (6:51 p.m.)

D. Committee Reports:

Buildings & Grounds/Long Range Planning Committee Report:

Solar update – Library should get third estimate on solar.

Heat Pumps update – The building management system has been installed, and is in operation. As heat pumps are replaced, they will be added to the Building Management System.

AdHoc Committee for GPL renewal – B. Best named C. Aldrich as Chair and M. Marcantonio, N. Rivas, and J. Wright as committee members.

Paul Mays update – Paul will present the master plan at the September Board meeting.

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Personnel/Labor Management Committee Report:

Administration contracts will expire December 31, 2018.

Policy Committee Report:

Rules and Intellectual Freedom policies will need to be revisited by the committee.

UHLS Committee Report:

The Annual Dinner was well attended on June 19, 2018.

UHLS Grant – T. Wiles will check with UHLS on resubmitting Heat Pumps.

E. Director's & Staff Reports for June 2018

T. Wiles highlighted the following:

- August 20, 2018, Town Supervisor, Peter Barber will be updating the public on the Route 20 sidewalks, Mercy Care Lane and neighborhood development
- Staff was trained on a Code Adam procedure for a missing child
- 826 bowls of ice cream were served at Summer Reading Club Kickoff event on June 28, 2018
- The Mardi Gras parade program was successful

MOTION: To approve the Director's & Staff Reports for June 2018 as presented

Motion by: C. Aldrich

Seconded by: K. Downey

Action: Motion carried unanimously (7:28 p.m.)

F. New Business:

T. Wiles proposed the following hours of service:

Monday – Thursday 9:30 a.m. – 9:00 p.m.

Friday – 9:30 a.m. – 7:00 p.m.

Saturday – 9:30 a.m. – 5:00 p.m.

Sunday – 1:00 p.m. – 5:00 p.m.

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Summer Hours (July & August):

Monday – Thursday 9:30 a.m. – 9:00 p.m.

Friday 9:30 a.m. – 7:00 p.m.

Saturday – 9:30 a.m. – 5:00 p.m.

Sunday – Closed

MOTION: To approve the hours of service proposed to be effective
September 4, 2018

Motion by: C. Aldrich

Seconded by: K. Downey

Action: Motion carried unanimously (7:41 p.m.)

The 2019 Holiday and Closings Calendar was reviewed and approved.

MOTION: To approve the 2019 Holiday and Closings Calendar as
presented

Motion by: C. Aldrich

Seconded by: B. Fraterrigo

Action: Motion carried unanimously (7:42 p.m.)

Vendor Fair – Discussion regarding staff participation and equity of sign up
procedures. B. Nelson raised some concerns regarding the collection of sales tax
and will discuss with C. Kott.

T. Wiles suggests installing security cameras inside of building. The Board
recommends quotes.

G. Old Business:

Board meeting schedule was discussed

MOTION: To approve Board meeting dates as the third Thursday of each
month beginning at 7:00 p.m. beginning in October. No meeting in August
or February

Motion by: C. Aldrich

Seconded by: B. Fraterrigo

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

MOTION: To move September 20, 2018 Board meeting to September 13,
2018

Motion by: K. Downey

Seconded by: M. Marcantonio

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

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Discussion on Fine Free for Kids – The Board proposed a one month fine free on children materials. Donations will go to the Guilderland Food Pantry.

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MOTION: To waive fines on juvenile materials in the month of September with the request that monetary donations be made to the food pantry

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Motion by: K. Downey

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Seconded by: B. Fraterrigo

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Action: Motion carried unanimously (9:06 p.m.)

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H. Minutes of Regular Board Meeting – June 2018

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MOTION: To approve the Minutes of the Regular Board Meeting June 2018

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Motion by: B. Fraterrigo

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Seconded by: C. Aldrich

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Abstained: K. Downey, M. Marcantonio

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Action: Motion carried (9:07 p.m.)

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I. Executive Session

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MOTION: To enter Executive Session

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Motion by: K. Downey

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Seconded by: N. Rivas

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Action: Motion carried unanimously (9:09 p.m.)

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MOTION: To accept the following resignation:

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Lydia Marlett, Part-Time Library Page in Access Services, effective June 23, 2018

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MOTION: To accept the following appointment:

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Laura Graffeo, Part-Time Library Page in Access Services, effective July 16, 2018

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Motion by: K. Downey

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Seconded by: B. Fraterrigo

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Action: Motion carried unanimously (9:24 p.m.)

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MOTION: To adjourn

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Motion by: C. Aldrich

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Seconded by: M. Marcantonio

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Action: Motion carried unanimously (9:25 p.m.)

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Transcribed by J. Schmonsky, Administrative Assistant

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Submitted by K. Downey, Secretary