



## Minutes of the Gloversville Public Library Board of Trustees Meeting February 21, 2023

The Gloversville Public Library Board of Trustees held their regular Board meeting February 21, 2023. President Charles "Ren" Reed noted that the following Trustees were present: Vice President Merry Dunn-Brown, Vice President of Finance Greg Niforos, Christine Pesses, Richard Carlson, Caren Pepper, and John Mazur. Library Director Valerie Acklin and Library Treasurer Michael Frank were also present.

Noting that a quorum of the Library Board of Trustees was present, Mr. Reed called the meeting to order at 6:01 PM and everyone recited the Pledge of Allegiance. Mr. Reed agreed to serve as Secretary Pro Tempore.

Mr. Reed asked if there was any public comment. There was none.

Having been informed that Ms. Jade Weiss was at the meeting to present to the Board information concerning Free Food Refrigerators and that she was going to ask whether the Board would consider having the Library host such a refrigerator, Mr. Reed ask for a motion to modify the agenda and to move the Building and Grounds Committee Report to the beginning of the meeting. Ms. Pesses made such a motion which was seconded by Mr. Carlson. The Board unanimously approved the motion with a vote of "aye". Ms. Weiss gave a presentation about the community refrigerator movement (search Freedge.org) and community refrigerators in the Greater Capital Region. She was asked who would purchase the refrigerator (she would - through a grant) and who would stock and monitor the refrigerator (a group of her volunteers). She was asked about the Library's liability (low, but not zero). It was noted that the Library's sole responsibility would be to provide an outdoor location and electricity. Ms. Weiss indicated that she was hoping to have a free community refrigerator operating at the Library sometime between May, 2023 and September, 2023. Mr. Reed asked if there were any additional question for Ms. Weiss. Hearing none, Mr. Reed thanked Ms. Weiss for her presentation then asked Mr. Carlson to have his Building and Grounds Committee discuss this issue at their next meeting and to have a recommendation about hosting a free community refrigerator ready at the Board meeting in March.

Mr. Carlson then delivered his regular Building and Grounds Committee Report. He noted that the Building and Grounds Committee was recommending that the paving of the new parking lot at 66, 68, and 68 ½ East Fulton Street be moved up to phase I of the project, moving the \$25,000 cost into Phase I, as well. Ms. Pesses made such a motion which was seconded by Mr. Mazur. The Board unanimously approved the minutes with a vote of "aye".

Mr. Reed asked if there was any discussion regarding the January minutes. Ms. Pepper pointed out that the amount of money from the Building Fund to be encumbered for planned and unplanned expenditures was listed as \$600,000 in the minutes. Mr. Frank informed the Board that the amount was \$600,000 and Ms. Acklin said that she would amend the minutes. Ms. Pepper made a motion to approve the amended minutes which was seconded by Mr. Carlson. The Board unanimously approved the motion with a vote of "aye".

Mr. Reed asked Mr. Frank to deliver the Treasurer's Report. It was noted that by the end of the Library's fiscal year, the various treasury bills owned by the Library will have earned a total of \$24,156.22. Ms. Pesses made a motion to approve the Treasurer's report which was seconded by Ms. Pepper. The Board unanimously approved the Treasurer's report with a vote of "aye".

Mr. Frank distributed the Warrants list for February 2023 which was audited by John Blackmon our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Gloversville Public Library and recommended payment of same. Ms. Pesses made a motion to approve the Warrants list which was seconded by Mr. Niforos and to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. The Board unanimously approved the Warrants list with a vote of "aye".

Mr. Niforos informed the Board that there would be no Budget and Finance Committee Report.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last Trustees meeting and that there was no report.

Mr. Reed delivered Mrs. Jean LaPorta's Friends of the Gloversville Public Library Report.

Valerie Acklin  
Library Director

2022-2023  
Board of Trustees

Merry Dunn Brown

Richard Carlson

John Mazur

Greg Niforos

Caren Pepper

Christine Pesses

Charles Reed

Christian Rohrs

Susan Shrader

Mr. Reed had no President's Report this month.

Mr. Reed delivered the New Lawyer Search Ad Hoc Committee report. The Board was told that a legal notice would be put in the Gloversville Leader Herald, the Amsterdam Recorder, and the Schenectady Gazette announcing that the Board of Trustees was seeking new legal counsel and that the Board was accepting requests for proposals for that position. Mr. Reed also informed the Board that copies of the request for proposals were being sent directly to various attorneys and law firms.

Ms. Pesses indicated that there was no Local History Room Committee Report.

Ms. Dunn-Brown gave the Outreach Committee Report.

On behalf of Ms. Shrader, Ms. Acklin told there Board that several personnel issues would be addressed in Executive Session.

Mr. Reed gave the Plan of Service Ad Hoc Committee Report.

Ms. Pesses reported that the Policy Committee was recommending that following five Library policies be reviewed with a first reading: the Finance: Audit Policy, the Finance: Claims Auditor Policy, the Finance: Investment Policy, the Supporting Organizations Policy, and the Records Retention and Removal Policy.

Ms. Pepper informed the Board that there was no Program Committee Report. Ms. Acklin distributed a "beta" copy of the Library's new newsletter for the Board's review and she said that the finalized inaugural edition of the newsletter would come out in March.

Mr. Mazur indicated that there was no Public Relations Committee report.

Ms. Acklin delivered Director's Report to the Board. She informed the Board that, due to predicted upcoming bad weather, the Winter Neighborhood Engagement Unit Event scheduled for Thursday, February 23, 2023 from 3:00 to 6:00 PM, will be moved to Friday March 17, 2023 from 3:00 to 6:00 PM. Since the Library closes on Fridays at 5:00 PM, Ms. Acklin asked for a motion to extend the Library's hours on March 17, 2023 to 6:00 PM. Ms. Pesses made such a motion which was seconded by Mr. Carlson. The Board unanimously approved with a vote of "aye".

Under old business, Ms. Dunn-Brown thanked Caren Pepper and Christian Rohrs for their help with the staff appreciation breakfast held on January 27, 2023. The Board thanked Ms. Dunn-Brown for the efforts in organizing the breakfast.

Under new business, Ms. Acklin informed the Board that an employee has asked that the Library offer a NYS Deferred Compensation Plan. After some discussion, the Board asked Ms. Acklin to look into this and to report back to the Board in March.

Mr. Reed requested a motion to enter Executive Session at 7:37 PM in order to discuss the issues pertaining to employee recognition and retention. Ms. Dunn-Brown made the motion, seconded by Ms. Pepper. The Board unanimously approved with a vote of "aye". At 7:58 PM, Mr. Reed requested a motion to exit Executive Session. Mr. Mazur made the motion, seconded by Mr. Niforos. The Board unanimously approved with a vote of "aye".

Mr. Reed asked for a motion to provide merit raises to Mr. George Emden, Ms. Lex Lanza, and to Ms. Shari Peto. These employees have taken on and will be taking on more responsibilities. Mr. Mazur made the motion and it was seconded by Ms. Dunn-Brown. The Board unanimously approved with a vote of "aye".

At 8:01 PM, Mr. Reed requested a motion to adjourn. Ms. Dunn-Brown made the motion, seconded by Mr. Carlson. The Board unanimously approved with a vote of "aye".

Respectfully submitted,