



## Minutes of the Gloversville Public Library Board of Trustees Meeting January 17, 2023

The Gloversville Public Library Board of Trustees held its regular meeting on January 17th, 2023. Present were President Charles “Ren” Reed, Vice President Merry Dunn-Brown, Library Director Valerie Acklin, Treasurer Michael Frank, Secretary Christian W. Rohrs, Susan Shrader, Richard Carlson, Gregory Niforos, Caren Pepper, and John Mazur.

Mr. Reed called the meeting to order at 6:00 PM.

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

Mr. Reed asked for a motion to accept the December meeting minutes. Mr. Reed made a correction regarding attendance for the December meeting. Mr. Reed asked if there were any other questions. Ms. Pepper also noted that the verbiage of the Program Committee Report and the Public Relations Committee Report should indicate no report. Mr. Mazur made a motion to accept, seconded by Mr. Niforos. The board approved with a vote of “aye”.

Mr. Frank delivered his Treasurer’s Report. Mr. Reed asked if there was a motion to accept the Treasurer’s Report. Mr. Rohrs made a motion, seconded by Mr. Carlson. Mr. Reed asked if there was any discussion. Hearing none, the board approved with a vote of “aye”.

Mr. Frank distributed the Warrants List. Mr. Reed asked for a motion to accept the Warrant List. Mr. Carlson made a motion, seconded by Ms. Dunn-Brown. The motion carried.

Mr. Niforos delivered the Budget and Finance report. Mr. Reed inquired about the budget figure. From his report, the following motions were passed:

- Motion to set tax levy for the 2023-2024 fiscal year at \$613,695. Mr. Rohrs made a motion, seconded by Mr. Niforos. Motion carried.
- Motion to pass the proposed 2023-2024 fiscal year budget at \$1,008,192. Ms. Pepper made a motion, seconded by Ms. Dunn-Brown. The motion carried.
- Motion to encumber \$500,000 received from the Empire State Development grant for ongoing personnel costs over the next five years. Mr. Niforos made a motion, seconded by Mr. Mazur. Mrs. Shrader asked about the talking points regarding increased funds for wages. It was discussed the money was given to hire more staff. Mr. Reed asked if there were any other questions. The motion passed.
- Motion to encumber at least \$600,000 from the Building Fund money market account for planned and unplanned expenditures, including but not limited to site development at 66-68 E. Fulton Street, the atrium dome repair, and necessary technology updates. Mrs. Shrader made a motion, seconded by Ms. Dunn-Brown. Mr. Reed asked if there were any questions. The motion carried.
- Motion to encumber \$150,000 money held currently in the Building Fund money market account for any budgetary shortfalls for the next two (2) years. Mrs. Shrader made a motion, seconded by Mr. Carlson. Mr. Reed asked if there were any questions. The motion carried.

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. Frank delivered a report on behalf of the Foundation. He noted there had not been a meeting; however, the Annual Appeal to date has raised \$18,281.00.

Mr. Reed delivered the Friends of the Library Report on behalf of Mrs. Jean La Porta. Articles are due February 28th, 2023.

Mr. Carlson delivered the Building and Grounds Report. The parking lot was a primary point of discussion. Ms. Acklin added that the shades for the Local History Room are to be purchased, and the GPL will go with the 5% leave shade at a cost of \$4,470.00. Mr. Frank noted the Restoration Fund money to help cover the cost of the shades. Ms. Acklin also discussed the Free-Food Fridge. She was approached by organic farmers from Canajoharie to see if we could put a free food fridge at GPL to see if it would be viable. The farmers will discuss this at our next meeting.

Ms. Acklin delivered the Local History Room Report. She noted there will be a spreadsheet created for books in the collection in need of repair.

Ms. Dunn-Brown reported on behalf of the Outreach Committee. She noted that she will be going to the Free Family-Friendly Movie at the Glove Theatre on Sunday for outreach.

Mrs. Shrader delivered the Personnel Committee report. She noted that it was our new Children Librarian's first day.

Mr. Reed delivered the Plan of Service ad hoc Committee report. He noted there was no report; however, there will be one next month.

Mr. Reed also discussed the Lawyer's Search Ad Hoc Committee report. The committee met and reviewed the Request for Proposal from 2009. Necessary corrections were made and sent to the committee and the plan is to bring a copy of the report to the February Board meeting. The intention is to hire a new lawyer by the June meeting.

Ms. Acklin delivered the Policy Committee Report on behalf of Mrs. Pesses. The following motions were made:

- Motion to accept the second reading of the Programming Policy. Ms. Dunn-Brown asked about the form requesting Programming. Mr. Rohrs made a motion, seconded by Mrs. Shrader. The motion carried.
- Motion to accept the second reading of the Harassment Policy. Mr. Carlson made a motion, seconded by Mrs. Shrader. The motion carried.
- Motion to accept the second reading of the Sexual Harassment Policy. Ms. Pepper made a motion, seconded by Mrs. Shrader. The motion carried.

Ms. Pepper delivered a report on behalf on the Program Committee. She noted there was no report.

Mr. Mazur reported on behalf of the Public Relations committee. He noted there was no report; however, he will be changing the date of the next meeting.

Ms. Acklin delivered the Library Director's Report. She will send us a report for review.

Mr. Reed asked if there was any Old Business. There was none.

Mr. Reed asked if there was any New Business. Ms. Dunn-Brown discussed a Staff Breakfast being held this Friday, 1/20. Also discussed was the Joint Automation agreement. Therefore, the following motion was made:

- Motion to approve the agreement between the MVLS (Mohawk Valley Library System) and the SALS (Southern Adirondack Library System) Joint Automation Project and the Gloversville Public Library. Mr. Carlson made a motion, seconded by Ms. Dunn-Brown. Mr. Carlson clarified that this is the same agreement as prior years. The motion carried.

At 7:50, Mr. Reed asked for a motion to enter Executive Session to discuss a specific Civil Service as well as Assistive Telephone Devices for the staff. Ms. Dunn-Brown made a motion, seconded by Mr. Mazur. The motion carried.

At 7:57PM, Mr. Reed asked for a motion to leave Executive Session. Mr. Mazur made motion, seconded by Mrs. Shrader. The motion carried.

At 7:58 PM, Mr. Reed requested a motion to adjourn. Mr. Niforos made a motion, seconded by Mr. Carlson. The motion carried.

Respectfully submitted,

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Christian W. Rohrs, Secretary