



Valerie Acklin
Library Director

2023-2024
Board of Trustees

Merry Dunn Brown

Richard Carlson

Jonathan Federman

John Mazur

Greg Niforos

Caren Pepper

Christine Pesses

Charles Reed

Susan Shrader

Charlotte Will

Minutes of the Gloversville Public Library Board of Trustees Meeting April 16, 2024 at 6 PM

The Gloversville Public Library Board of Trustees held its regular meeting on Tuesday, April 16, 2024. Present were President Gregory Niforos, Vice-President Merry Dunn-Brown, Library Director Valerie Acklin, Vice President of Finance, Charles Reed, Treasurer Michael Frank, Board members: Caren Pepper, John Mazur, Richard Carlson, Susan Shrader, Charlotte Will, and Recording Secretary Sally Ostrander. John Federman was not in attendance. One member of the public was in attendance.

Mr. Niforos called the meeting to order at 6:03 PM.

Mr. Niforos opened the meeting by leading the Trustees in the Pledge to the Flag.

Mr. Niforos asked for a motion to accept the Regular Meeting Minutes of the March 19, 2024, meeting of the Trustees. After minor corrections were noted, Mr. Reed made a motion, seconded by Ms. Dunn-Brown to accept the minutes of the meeting as presented. The Board approved this motion with a unanimous vote of "aye."

Mr. Reed made a motion to move the Budget Hearing forward in the agenda; motion seconded by Ms. Wills. The Board approved this motion with a unanimous vote of "aye."

Mr. Niforos welcomed the public to the Budget Hearing to discuss the 2024-2025 Budget and Tax Levy Proposal. Mr. Niforos asked if there were any public comments. The individual in attendance said they were attending the Hearing to discuss the 2024-2025 Budget and Tax Levy Proposal but would ask questions as they came up during the presentation.

Ms. Acklin reviewed the 2024–2025 Budget Proposal slides posted on the Gloversville Public Library website. As each slide was presented there was an explanation, followed by discussion and questions from the public. Questions about how the levy amount was calculated and where the Board publishes proposed budget information were raised and answered by numerous Trustees.

Mr. Frank delivered his Treasurer's Report for March 2024. Mr. Niforos asked for a motion to accept the Treasurer's Report. Mr. Reed made a motion, seconded by Ms. Dunn-Brown. The Board approved this motion with a unanimous vote of "aye."

Mr. Frank distributed the Warrants for April 2024. Mr. Niforos asked for a motion to accept the Warrants. Mr. Reed made a motion, seconded by Ms. Dunn-Brown to accept the warrants, and approve payment of the warrants. The Board approved this motion with a unanimous vote of "aye."

Mr. Reed delivered the Budget and Finance report. Mr. Reed discussed the \$500,000 employment grant from the State of New York in 2022. It is expected that by the end of this fiscal year, the Library will have used about half of the grant. If the tax levy passes, Mr. Reed will propose a new plan, spreading out the remainder of the grant over the next four years. If the tax levy does not pass, the grant will be gone by the end of the next fiscal year.

The individual in attendance was informed that the Public part of the Board meeting was over. Mr. Niforos stated that the budget numbers can be found in the monthly Board report. It was also suggested that Mr. Reed and Ms. Acklin could be contacted by email if there were additional questions.

Mr. Frank informed the Trustees that the Foundation appeal had raised \$54,000 to date. This included a local match donation of \$25,000.

Mr. Niforos gave the Friends of the Library Report, as submitted by Ms. Jean LaPorta, including a reminder that their next meeting is May 9.

Mr. Niforos said his President's report was in the packet. He thanked everyone for their work on preparing the budget presentation and shared that he will be presenting the new Plan of Service to the GESD Board of Education next month. Mr. Carlson noted that the Building and Grounds Committee report was included in the packet. He reported that the Library received one bid for Phase 2 of the auxiliary parking lot project. Mr. Carlson made a motion for approval of the bid to be accepted and awarded to DelSignore Contractors for \$135,000. Mr. Reed seconded the motion. The Board approved this motion with a unanimous vote of "aye."

There was no Local History Room Committee Report.

There was no Outreach Committee Report.

Ms. Shrader informed the Trustees that the Personnel Committee Report was included in the packet. She also handed out the Director's (Ms. Acklin) evaluation to all Trustees present. Ms. Acklin was asked to provide a list to the Trustees of all community contacts that she has made and projects she is working on. Ms. Wills stated there was no Policy Committee Report.

Ms. Pepper noted that there was no Program Committee Report.

Mr. Mazur stated there was a Public Relations Committee meeting regarding effective ways to present the new Tax Levy to the Public. There was discussion about the postcards and emails from the Friends reminding their membership to vote.

Ms. Acklin informed the Trustees that the Librarians' Reports were in the packet.

Ms. Acklin informed the Trustees that her Director's Report was in the packet. Ms. Acklin handed out a list of her accomplishments and responsibilities for the 2023-2024 year to the Trustees to be used by them to evaluate her.

Ms. Acklin also discussed a patron who was previously banned from the Library for a year due to an incident that occurred at the Library. The individual will be served a letter outlining steps that must be taken for them to be allowed back into the Library. Copies of the letter will also be kept at each circulation desk and will be given to him by staff if he enters the Library.

Discussing new business, Ms. Acklin has had meetings with Marshal and Sterling regarding health insurance. There will be no increase in the premium, but administrative fees for COBRA and the health reimbursement account are going up.

At 8:15 PM, Ms. Dunn-Brown made a motion to go into executive session. The motion was seconded by Ms. Pepper. Motion was approved with a vote of all "aye." At 8:20 PM, the executive session ended.

Mr. Mazur made a motion, seconded by Ms. Shrader, to adjourn the meeting at 8:20 PM. This was approved with a vote of all "aye."

Respectfully submitted,

Sally Ostrander, Recording Secretary