



## Minutes of the Gloversville Public Library Board of Trustees Meeting February 20, 2024

The Gloversville Public Library Board of Trustees held its regular meeting on February 20, 2024. Present were President Gregory Niforos, Vice-President Merry Dunn-Brown, Library Director Valerie Acklin, Vice President of Finance, Charles Reed, Treasurer Michael Frank, Caren Pepper, John Mazur, Richard Carlson, and Charlotte Will. Trustee Susan Shrader joined the meeting via Zoom.

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 if there was any public comment. There was none.

Mr. Niforos asked for a motion to move the Plan of Service Ad Hoc Committee Report to Item 4 on the agenda for tonight's meeting. Ms. Dunn-Brown made a motion, seconded by Ms. Pepper, to approve this change. The Board approved this motion with a vote of "aye".

Mr. Niforos asked for a motion to accept the Regular Meeting Minutes of the January 23, 2024 meeting of the Trustees. After minor corrections were noted, Mr. Reed made a motion, seconded by Mr. Mazur to accept the minutes of the meeting as presented. The Board approved this motion with a vote of "aye".

Mr. Niforos asked the Trustees to approve a correction to the minutes of the Trustees meetings of October 17, 2023 and November 21, 2023, to change an error in an employee's name. Ms. Dunn-Brown made a motion, seconded by Ms. Pepper, to approve this change. The Board approved this motion with a vote of "aye".

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

Mr. Reed turned the discussion over to Wade Abbott from the Mohawk Valley Library System, who reviewed the 5-year Plan of Service with the Trustees. Mr. Reed made a motion, seconded by Ms. Pepper, to adopt the 5-year Plan of Service, as presented. The Board approved this motion with a vote of "aye".

Mr. Frank distributed the Warrants for February 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 vote of "aye".

Mr. Reed delivered the Budget and Finance Committee report. Mr. Reed explained the four scenarios for the tax levy for next year that he had prepared and asked the Trustees to consider the levy that would give us a balanced budget. Ms. Acklin also reviewed the current Joint Automation situation with the Trustees. After some discussion, Mr. Reed made a motion to set the tax levy for the 2024-2025 year at \$963,445. Ms. Dunn-Brown seconded this motion and it was approved by the Board with a vote of "aye".

Mr. Frank informed the Trustees that the Foundation Board had not met since the last meeting of the Trustees, but that a Finance Committee meeting was held on January 24, 2024 with John Washburn from Wells Fargo, the Foundation's investment advisor. Mr. Frank also informed the Trustees that a fundraiser letter was mailed out in February, requesting funds for the dome repairs.

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

Mr. Niforos informed the Trustees that Ms. LaPorta's Friends report was included in the packet and that the next Friends' meeting would be on March 7, 2024.

Mr. Niforos said that his President's report was also in the packet.

Mr. Carlson noted that the Building and Grounds Committee report was also included in the packet.

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.

Ms. Acklin informed the Trustee that the Donations, Bequests & Gifts Policy, The Minimum Staff Requirement Policy and the Social Justice Policy were reviewed by the Policy Committee and no changes were deemed necessary. Ms. Acklin informed the Trustees that the Sexual Harassment Prevention Policy was updated to conform with NYS regulations. Ms. Acklin also informed the Trustees that our bylaws were changed to add the Standing Committees which mirrors the Gloversville School District. She noted that this policy would receive a second reading at the April Board meeting.

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

Mr. Mazur noted that the Public Relations Committee would be meeting this Friday and would be working on an effective way to present the new tax levy to the public.

Mr. Niforos informed the Trustees that he had received one letter of interest to fill the vacant Trustee position on the Board.

Ms. Acklin informed the Trustees that her Director's Report was in the packet.

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

Mr. Niforos asked if there was any Old Business. Ms. Acklin reviewed the current situation with the Joint Automation and the Trustees decided to table signing the new contract. This was approved with a vote of all "aye".

Mr. Niforos asked if there was any new business. Hearing none, Mr. Carlson made a motion, seconded by Ms. Dunn-Brown, to go into Executive Session at 8:45 PM, to discuss an employee update, an employee request, and a change in an employee's status. This was approved with a vote of all "aye".

At 9:35 PM Ms. Pepper made a motion to leave the Executive Session. The motion was seconded by Ms. Wills and approved with a vote of all "aye".

Mr. Reed made a motion to grant Kim Collar extended leave, without pay, until April 1, 2024 and to hire Madison Smrtic full-time as a library assistant at an annual salary of \$35,000 starting on Jul 1, 2024. The motion was seconded by Ms. Dunn-Brown and approved with a vote of all "aye".

Mr. Reed made a motion, seconded by Mr. Mazur, to adjourn the meeting at 9:37 PM. This was approved with a vote of all "Aye".

Respectfully submitted,

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Susan Shrader, Secretary