



Valerie Acklin
Library Director

2023-2024
Board of Trustees

Merry Dunn Brown

Richard Carlson

Jonathan Federman

John Mazur

Greg Niforos

Caren Pepper

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Charles Reed

Susan Shrader

Charlotte Will

Minutes of the Gloversville Public Library Board of Trustees Meeting August 20, 2024 at 6 PM

The Gloversville Public Library Board of Trustees held its regular meeting on Tuesday, August 20, 2024. Present were President Gregory Niforos, Vice-President Merry Dunn-Brown, Treasurer Michael Fran, and Board members: Charles Reed, Caren Pepper, John Federman, and Richard Carlson. Valerie Acklin, Charlotte Will, and Sue Shrader were not in attendance. There was no one present from the public. Also present was Recording Secretary Sally Ostrander.

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

Mr. Niforos asked for a motion to accept the Regular Meeting Minutes of July 30, 2024. Ms. Dunn-Brown made a motion, seconded by Ms. Pepper. After a short discussion, including two corrections of typographical errors, Mr. Niforos asked for a vote to accept the minutes with the updates made. The minutes were approved with a unanimous vote of "aye."

Mr. Frank delivered his Treasurer's Report. Mr. Carlson made a motion to accept the Treasurer's Report, Mr. Federman seconded the motion. The Board approved the motion with a vote of "aye".

Mr. Frank distributed the Warrants List. After allowing time for Board members to review the Warrant list, Mr. Niforos asked for a motion to accept the Warrant list. Mr. Reed made a motion to accept, seconded by Mr. Federman. The Board approved this motion with a vote of "aye."

Mr. Reed delivered the Budget and Finance Committee report. Ms. Dunn-Brown noted that State Aid has not been increased since 2017, making it necessary to take a hard look at our income sources and our expenses. The Budget and Finance Committee has a meeting planned to discuss the issues and possible solutions. Mr. Reed noted that not enough was allocated to insurance expense in this year's budget. He suggested restoration funds from the sale of old furniture that occurred when the library was renovated, be used to offset insurance expenses.

There was also a discussion about grant monies and how to track them. There will be a meeting next week with Mr. Niforos, Mr. Frank, Mr. Reed, Ms. Acklin, Ms. Hauser, and Ms. Madonna to discuss the best way to track grant monies. This ad-hoc committee will then present their suggestions to the Budget and Finance Committee.

Mr. Frank stated there was no Foundation Report.

Mr. Niforos gave the Friends of the Library Report. To save money, the newsletter will be available as a PDF file sent via email. Those still wanting paper copies should contact the Friends and let them know. This year's membership drive is ending soon. The raffle baskets will be on display after Labor Day. The Friends' meeting time has changed to 4:50 PM. Their next meeting is September 9th. Their book sale will be October 17-18; contact Patty Franco to volunteer to work the sale or sort books prior to the sale. The Friends are sponsoring a holiday program at the Library in December. Mr. Niforos thanked the Friends for their generous donation to the Library last month and for providing a pizza lunch for the staff during reorganization.

Mr. Niforos presented the President's Report. He noted that an MVLS Symposium will be held at the Johnstown Library on October 23rd, it will count as continuing education hours for Board members if they attend. The Board is looking to fill the vacant Board seat. Applicants must be at least 18 years of age, live in the Gloversville Enlarged School District, and not related to any current Board member. Letters of interest should be sent to Ms. Acklin. Once applications have been received, a

committee will be set up to review them and interview applicants. Mr. Niforos also mentioned that if the Board members knew people who were interested but did not want to commit fully to a Board position, they could still be on a committee.

Mr. Carlson presented the Building and Grounds Committee report. He stated the Library has not received any of the construction grant money for Phase II of the parking lot yet but should be receiving it soon now that the parking lot is completed. He stated that the RFP for snow and ice removal has been sent out. There was no Redistricting Ad Hoc Committee Report from Mr. Federman.

Ms. Dunn-Brown delivered the Outreach Committee Report. They held a meeting on August 19. They will attend an Office of the Ageing Picnic along with some Library staff in September. They are making plans to attend the Soroptimists Craft Fair at Gloversville High School in November and some of the Farmers' Market events next year. They are preparing talking points to present to community leaders to explain the services offered by the Library. This event will be held at the Library in March or April.

There was no report from the Personnel Committee. Mr. Niforos stated that a meeting would be set up in September to discuss staffing.

Mr. Niforos stated that Mr. Federman will be chairing the Policy Committee and Ms. Will will be chairing the Public Relations Committee. A Policy Committee meeting will be set up for some time in September. The Plan of Service will be reviewed every August. We are making some progress towards our goals. No changes will be made at this time.

Ms. Pepper stated that there was no report from the Program Committee Report.

There was no Public Relations Committee report from Ms. Will.

Mr. Niforos presented the Library Director's Report. There has been positive feedback from the public regarding the recent changes made in the Library. Mr. Niforos and Ms. Acklin met with the GESD Board in May. They were invited to take part in some of the school's administration meetings. They will be attending meetings in October and March to gain more insight into how to build a partnership with them. Ms. Acklin has been meeting with the elementary school principals and has been given the school curriculum and calendar which will aid us in planning activities and arranging school visits.

Mr. Niforos presented the Librarians' Report. There was discussion about moving the Books and Brews program to the Co-op and letting those who attend buy their own beverages and refreshments, eliminating any cost to the Library.

Mr. Niforos asked for old business. Mr. Niforos discussed the two proposals received from library consultants about next year's election. They provided ideas for mailings and community outreach. There was discussion about available funds to pay for a consultant and concern about other outstanding bills. It was decided that Mr. Frank would request a grant for up to \$15,000 from the Foundation, to be earmarked for hiring a consultant to assist with the Library's budget vote next year. Mr. Reed made a motion that the Library hire the election consultant Elissa Kane, contingent on obtaining the grant of \$15,000 requested by Mr. Frank. Mr. Federman seconded this motion. The motion was approved with a vote of "aye".

The next Board meeting will be held at 6:00 PM on September 17.

At 7:49 PM, Mr. Niforos asked for a motion to adjourn the meeting. Mr. Reed made a motion, seconded by Mr. Federman, to adjourn. This was approved by a unanimous vote of "aye".

Respectfully submitted,

Sally Ostrander, Recording Secretary