

Board of Trustees of the Gloversville Public Library Election Information Packet

The Gloversville Public Library announces four (4) openings on its Board of Trustees.

There are two (4) openings in 2025:

Three (3) openings are for a five (5) year term that begin July 1, 2025 and expire June 30, 2030

One (1) opening is a one (1) year term that begins July 1, 2025 and expires June 30, 2026

Applicants must be 18 years of age or older and a resident of the Gloversville Enlarged School District, as well as be the only member of their immediate family or household to serve on the Board.

Petitions are available at the Gloversville Public Library and must be submitted to the library by the close of business on Friday April 4, 2025.



Gloversville Public Library

58 East Fulton Street, Gloversville, New York 12078

518-725-2819 ■ 518-773-0292 ■ gpl@mvl.info ■ www.gloversvillelibrary.org

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GPL Website Materials

The following can be found at gloversvillelibrary.org:

- Minutes from previous Board
- 2023-2024 Annual Report to the
- Current Plan of Service
- Library Policies

For more information, contact:

Gregory Niforos, President Board of Trustees at gniforo@gmail.com

Valerie Acklin, Library Director at 725-2819 or vacklin@mvl.info

MISSION STATEMENT

Continually collaborating to weave inspiration, education, and engagement into the fabric of our community.

VISION STATEMENT

Gloversville Public Library: strengthening our roots and cultivating community growth.



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ETHICS STATEMENT FOR PUBLIC LIBRARY TRUSTEES *

Trustees shall observe ethical standards with absolute truth, integrity and honor.

Trustees must avoid situations in which personal interests might be served or financial benefits gained at the expense of the Library or its users.

Trustees may not benefit either personally or financially from a relationship with any vendor serving the Library.

Trustees may not make decisions for the Library based solely on personal or financial relationships with vendors.

Whenever the appearance of or a conflict of interest exists, it is incumbent upon any trustee to disqualify himself/herself immediately.

Trustees will receive reimbursement for library-related expenses only with the approval of the Board.

Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the institution, acknowledging the formal position of the board even if they personally disagree.

A trustee must respect the confidential nature of library business while being aware of and in compliance with applicable laws governing freedom of information.

Trustees must be prepared to support to the fullest the efforts of librarians in resisting censorship of library materials by groups or individuals.

Trustees who accept library board responsibilities are expected to perform all the functions of library trustees.

QUALIFICATIONS OF TRUSTEES *

1. 18 years of age or older
2. Resident of the Gloversville Enlarged School District
3. The only member of their immediate family or household to serve on the Board

The most important qualification is a strong and genuine belief in public libraries and their mission in the community as centers for information and referral, recreation, and lifelong education. A candidate must also be willing to devote appropriate time and effort to carrying out the duties and responsibilities of trusteeship.

The duties will include regular attendance at board meetings, devoting time to committee service and activities, being visible (and often vocal) in the community on behalf of the library, and taking the time necessary to study and learn about the library and the social, legal and political context in which it exists.



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TRUSTEE DUTIES AND RESPONSIBILITIES *

A trustee is a person whom property is legally committed in trust.

A library trustee's commitment is to both the physical property and resources of the library and the services it provides. The library board has the final responsibility to see that its library provides the best possible service to its community. In the words of New York's Not for Profit Corporation Law, "*Directors and officers shall discharge the duties of their respective positions in good faith and with that degree of diligence, care and skill which ordinarily prudent men would exercise under similar circumstances in like positions.*" (Sec. 717(a)).

The duties of trustees are few in the number but broad in scope. They are:

- To select and hire a qualified library manager or library director
- To secure adequate funding for the library's service program
- Stewardship and accountability in the use of that funding
- To adopt policies and rules regarding library use
- To plan and evaluate the library's service program
- To promote the library in the local community and in society in general

Everything the library board does either falls within one of these duties or is done in support of them.

As a trustee, you make a personal commitment to contribute the time and energy to faithfully carry out these duties. Although the board is legally responsible for all aspects of the library as an institution, it is unreasonable to expect a trustee or the whole board to be an expert on every activity or concern that affects the library. Sometimes the most important thing a board can do is acknowledge that it does not have enough information or resources, and ask for help. A trustee must make decisions based on the best information and advice available. It may become necessary to consult specialists such as lawyers, accountants, architects, computer analysts and other experts and to act upon their advice.

Under New York State law, library boards have broad and almost exclusive powers and authority to operate the library, but it is unreasonable to expect that any library exists in a vacuum, outside the volatile political, social, cultural, and demographic context in which it exists. The world outside the library is changing constantly. The board must be alert to external trends and changes that can affect the library's program of services. Library boards must be proactive and open to change in order to survive and thrive in a world in which change is the only constant.

It is also important to remember that the board's authority, while broad, is a collective authority. Trustees must work cooperatively with other members of the board; no trustee can speak or act for the board unless specifically empowered to do so.



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TERMS OF OFFICE

Trustees shall be elected to office by the duly registered voters within the Gloversville Enlarged School District. Trustees will serve 5 year terms, unless otherwise noted.

LIBRARY STANDARDS *

By regulation, the Commissioner of Education has established minimum standards for public libraries. They are as follows:

A public library is required to have:

- Written by-laws
- A board approved, written long range plan of service
- An annual report to the community
- A written budget proposal for presentation to funding agencies
- Print information describing the library's rules, hours, services, location and phone number

In addition, a public library is required to:

- Periodically evaluate the effectiveness the library's collection and services
- Maintain hours of services according to a schedule based on population serviced (Population of the Gloversville Enlarged School District per 2000 Census: 19,003.)

Population	Minimum Weekly Hours Open
Up to 500	12
500-2,499	20
2,500-4,999	25
5,000-14,999	35
15,000-24,999	40
25,000-99,999	55
100,000 and above	60

- Maintain a facility which meets community needs
- Provide equipment and [electronic] connections to meet community needs
- Employ a paid director with qualifications based on population served

Population	Director Education Qualifications
2,500-4,999	Two years of college study
5,000-7,499	Bachelor's degree
7,500 +	Master's Degree in Library Science

* Source: [Handbook for Library Trustees in NYS \(www.nysalb.org/Handbook.pdf\)](http://www.nysalb.org/Handbook.pdf)



HISTORY OF LIBRARY SERVICE IN GLOVERSVILLE

The Levi Parsons Library was founded in 1880 through Judge Levi Parsons' donation, matched by local pledges. This library was incorporated under the laws of New York State as an. A year's membership could be secured for \$2. The Board adopted a constitution and bylaws, and hired a professional librarian. A printed catalog of books was issued, and the library was opened to the public during the afternoons and evenings.

Because library membership was not free, most working-class people couldn't afford to join and membership began to decline. Finally, the threat of bankruptcy necessitated an appeal to the public, which was most successful, resulting in it becoming the Gloversville Free Library in 1888.

In 1902, Andrew Carnegie gave the library \$50,000 for the construction of a building with the provision that the City of Gloversville should contribute annually to its support. The building was opened in December of 1905. In 1911, the city discontinued its appropriation, and in 1912 arrangements were made for the ownership of the building to be transferred to the City of Gloversville and the right of perpetual use assured to the Library Association as long as it was conducted as a free library.

For nearly 100 years the City of Gloversville funded more than half of the Gloversville Free Library's annual budget. But in 2002 the City began a drastic reduction of its annual support, and in 2004 appropriated just \$5000. The Board of Trustees was faced with the challenge of finding a reliable source of operating income in order to preserve public library services for the community.

In 2004, the Gloversville Free Library experienced a financial crisis when the City of Gloversville was no longer able to provide funding to the Library above the 1911 contractual amount of \$5,000. The Trustees of the Gloversville Free Library, after much research, proceeded with a campaign to establish the Gloversville Public Library as a School District Public Library, to publicly elect Trustees, and to raise funds through an annual tax that would be paid by the property owners within the Gloversville Enlarged School District. This effort involved community members in an educational and advocacy campaign. The proposition passed on June 14, 2005 with the election of a tax levy and seven trustees. Any increases in this appropriation must be approved by the voters of the school district. Thus began a new phase in the history of Gloversville's library.

In 2009, the Gloversville Public Library began working with an architectural firm from Ballston Spa to develop and implement a comprehensive renovation of the library building. In 2010 the Library received ownership of the building back from the City. Completed projects include rehabilitation of the lobby, repairs to the roof and dome, restoration of the masonry, abatement of a moisture problem in the basement, and replacement of most of the arched windows. The final phase replaced the heating, plumbing, and electrical systems, installed an elevator to access all 4 levels, brought the building up to code, and transformed under-utilized space into public areas thus tripling the square feet available to the public. The project began in the spring of 2017 and the Library was located in temporary quarters for approximately 18 months, moving back to the renovated building in November 2018.

Since then, the Library has continued to grow its collections and services, as well as maintain its facility, in order to meet the community's needs. The Library regularly develops a new plan of service to ensure responsible and sustainable services.



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2025 TRUSTEE ELECTION BIOGRAPHICAL STATEMENT

In an effort to provide information to the voters of the Gloversville Enlarged School District, biographical statements about the candidates for trustee are being requested and will be posted on the Library's website and/or provided to the local media.

Please include your name, if you live in the city or one of the townships in the school district, a brief statement about the Library's role in the community and a brief statement about why you are interested in serving as a trustee.

If you wish to include additional personal information, that is acceptable, but please understand it will be used as is without editing.

Please email your statement to: vacklin@mvl.info



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GUIDELINES FOR PETITIONS FOR GLOVERSVILLE PUBLIC LIBRARY TRUSTEES

The candidate should:

- ✓ Use blue or black ink
- ✓ Fill in the candidate's name and place of residence
- ✓ Not sign their own petition
- ✓ Be sure the witness of signatures fills in the bottom part completely
- ✓ Gather the required minimum of 25 valid signatures (it is recommended that you obtain more than the minimum 25 signatures)

People signing the petition should:

- ✓ Use blue or black ink
- ✓ Be registered voters and residents of the Gloversville Enlarged School District
- ✓ Fill in date completely
- ✓ Not use abbreviations on the city name (i.e., "Gville")
- ✓ Not use ditto marks anywhere
- ✓ Sign, not print, their name legibly
- ✓ Write out their residence completely (can be written as two lines in the box like a postal envelope)
- ✓ May sign once for as many trustee candidates as they wish

Completed petitions must be returned in person to Valerie Acklin, Library Director, Gloversville Public Library, 58 E. Fulton St., Gloversville by **Friday, April 4, 2025**. The order of drawing names for the ballot order is determined by the date petitions are returned (first petition returned draws first, and so forth). If you have questions, contact Valerie Acklin, Library Director at (518) 725-2819.



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Petition for Nominating Member of Board of Trustees of the Gloversville Public Library

To the Board of Trustees of the Gloversville Public Library, Gloversville, NY:

The undersigned qualified voters of the Enlarged City School District of Gloversville, do hereby nominate the following named person as a Candidate for a Member of the Board of Trustees of the Gloversville Public Library for vacancy to be filled at the Annual Trustee Election to be held on 20th day of May 2025.

Candidate	Street and Number	City and State
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Signature of Person Making Nomination (if other than candidate)

CANDIDATES MUST SUPPLY PETITION FORMS CONTAINING AT LEAST 25 NAMES

Date	Signature	Street and Number	City and State

I, the undersigned, do hereby affirm that I am a qualified voter of the City School District of the City of Gloversville, and that I have been a legal resident of such district for at least ONE year immediately preceding the date of the school election at which I shall be a candidate. I further affirm that the signatures above are genuine signatures of citizens qualified to vote at school elections in the City School District of the City of Gloversville.

Signature of Petition Carrier: _____