

CLIFTON PARK-HALFMOON PUBLIC LIBRARY
Board of Trustees Meeting

DECEMBER 17,2007

PRESENT: Bueno, Coniglio, Curto, Elman, Fennelly, Golden, Hirs, Robbins, Rodger, and Thurston. Also present were Jo Piracci and Kathy Adam, Joe Gaug, attorney and one guest.

ABSENT: Otto

Meeting was called to order by President Golden at 7:25p.m.

AGENDA: The Agenda sent was accepted by common consent.

PUBLIC COMMENT: Kate Maynard, Town Planner reported from the Town of Clifton Park on the Trail connection status. The path is intended to be multi-use with access to the school and library included. A question was raised concerning any plans to connect Halfmoon to the area. There will be a public meeting at 7pm on January 23,2008 at the Halfmoon Town Hall to discuss this matter.

Other questions raised concerned safety and liability issues since the trail would traverse the Library parking lot. See New Business for any action taken.

BOARD COMMENT: None

MINUTES: A **Motion** was made to accept the Minutes for November 19, 2007 as sent. The **Motion** was made by Elman, seconded by Robbins. **Motion** passed unanimously.

TREASURER:

Treasurer Bueno reported on Receipts: We will not be receiving the Saratoga County donation of \$5000 in discretionary funds this year, but will receive \$5,000 for audio book services. Under Gifts & Membership: the amount of \$35,000 was donated by The Friends for the water feature. On Disbursements: Tracking as expected. Note-we are now paying for utilities from the Building Contingency as expected since the amount budgeted for utilities has reached 100%.

On the construction budget-only a few items are incomplete and unpaid.

The **Motion** was made by Thurston, seconded by Robbins, to accept the November 2007 report for audit. **Motion** passed unanimously.

REPORT OF THE FRIENDS

Kathy Adam reported the following for The Friends:

1. The Friends celebrated their 10 years existence with a special recognition on December 2nd.
2. The next Book Sale will be held the weekend of February 29th-March 2nd.
3. More bus trips will be planned in the coming year. The recent New York City trip was enjoyed by all attendees.
4. The next Friends meeting will be January 23rd. Robbins will attend.

DIRECTOR'S REPORT

Jo Piracci reported for Claudia Hayes on technology. The Library is in the process of purchasing a new server. The present one will be recycled for a Staff Intranet. Every three years there is a rotating replacement of computers. Note: this cost appears in the budget under "automation".

Kathy Adam reported for Public Service: Right now the Staff is getting caught up at the year's end. Over 5000 library cards have been issued for the past year.

Piracci then highlighted the following from her report:

1. On the defective book drop: The new door mechanism is being installed. A letter has been sent to the supplier of the defective door requesting reimbursement of costs involved in obtaining and installing a working door.
2. The mural in the Children's Room is being started today.

COMMITTEES:

NOMINATING:

Rodger reported that all existing officers have agreed to continue in their present positions for one more year. A 'thank you' was extended to all. They will be installed at the organizational meeting on January 7th at 7:15p.m.

PUBLIC RELATIONS:

Distributed a copy of the survey, which is going to be placed at the Library service desk and on the web site, for patrons to complete. The Friends will also send out a copy. This will be done in January and will give us input as to what the majority might wish for hours during which the Library would be opened,

PERSONNEL:

The search for a new Director, to take the place of Jo Piracci who is retiring, is underway. Resumes are being collected, with the deadline for submission being February 8, 2008. Paper screening will be done initially after which interviews will be scheduled. It is hoped that an appointment can be made in March.

FINANCE :

Bueno distributed a graphic chart showing the power and gas usage during the past year of operation in the new Library. The committee continues to track usage to see if it is in compliance with that predicted by the consultants to NYSERDA.

OLD BUSINESS:

It was announced that Joe Conroy would be leaving the area shortly for the winter months, not returning until spring. It was agreed that Golden would contact The Friends to see if 12/27 was an acceptable meeting date to get together with the Board to discuss and share ideas on a Long Range Plan for advocacy.

NEW BUSINESS:

Joe Gaug stated that the Library needed to pass a resolution to give the Town of Clifton Park, \$17,000, provided that the Town gives the Library a proper description of conditions, which are acceptable to our legal attorney

Elman then made the **Motion**, seconded by Thurston, to appropriate \$17,000 to the Town of Clifton Park for a multi-purpose trail upon receipt of an indemnification which will hold the Library harmless and agree to a Town easement or outright deed, whichever works best, in lieu of the letter of credit. **Motion** passed with all present in favor except Bueno, who abstained.

Piracci then announced the following Board meeting dates for 2008: January 7th- Organizational Meeting; January 28th, February 25th, March 17th, April 21st, May 12th, June 16th, July 21st, August 18th, September 15th, October 20th, November 17th, and December 15th.

A **Motion** was made by Rodger, seconded by Bueno, to leave the regular session and enter Executive Session. **Motion** was approved unanimously and Executive Session was entered at 9:20p.m. At 10:03 p.m, Elman moved to end the Executive Session. **Motion, was** seconded by Robbins. **Motion** approved unanimously and the regular meeting was re-entered. At 10:04 Rodger moved, on behalf of the Personnel Committee, to approve the end of the year review of the Library Director and to adopt the Salary Recommendation proposal of the Committee. **Motion** passed unanimously. Fennelly then made the **Motion**, seconded by Robbins, to adjourn the meeting. **Motion** passed unanimously and the meeting was adjourned at 10:05p.m.