

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
January 27, 2009

Call to Order:

The meeting was called to order at 4:33 p.m. by President Roland Lockwood.

Trustees Present:

Roland Lockwood, President; Linda Parks, Vice President; Dee Polhemus, Secretary; Virginia Brady, Harold Brohinsky (left at 5:57 p.m.), Alexander Insley, Thomas Neale, Doris Rible-Lacey (left at 6:05 p.m.), Judith Rose, Ingeborg Sapp, Kathleen Schumacher.

Trustees Excused:

Christine Suruda.

Trustees Absent:

Dr. Frank Ultee.

Representatives & Staff Present:

Michael Kelly, City of Plattsburgh Liaison; Stanley Ransom, Plattsburgh Public Library (PPL) Director; Jamie Parrotte, Principal Clerk; Colleen Pelletier, AFSCME Representative; Michael Spofford, Clinton Essex Franklin Library System (CEF) Principal Account Clerk.

Public Forum:

No one addressed the Board.

Approval of Minutes:

On a motion by Judith Rose, seconded by Linda Parks, unanimously carried, the regular meeting minutes of December 9, 2008 were approved.

President's Report:

President Lockwood had nothing to report.

Director's Report:

Director Ransom reviewed his prepared Director's report and added the following:

- 1.) Champlain Quadricentennial Essay Contest: Director Ransom stated that he is still waiting to hear from Bryon Tuthill of Community Bank, who has discussed funding the contest and being a judge. Director Ransom also asked Board members Harold Brohinsky, Alexander Insley, and Kathleen Schumacher to be judges.
- 2.) "Go Green" State Library Funding: Harold Brohinsky gave Director Ransom a handout from Greg Brienza of Triangle Electric Systems, Inc., stating that Mr. Brienza is willing to give a presentation on solar panels.

- 3.) State Aid Cuts: Virginia Brady asked how the Library budget would be adjusted to cover the losses from State aid cuts and Director Ransom stated that he would wait and see what the cuts were, and it would come from the book budget.
- 4.) ReferenceUSA Presentation: Director Ransom stated that Librarian Colleen Pelletier gave a very nice presentation to the Morning Rotary Club.
- 5.) National Wear Red Day: Director Ransom asked permission from the Board for the Library staff to participate in National Wear Red Day on February 6th.

On a motion by Harold Brohinsky, seconded by Virginia Brady, unanimously carried and passed, to grant permission for the Library Staff to participate in National Wear Red Day on February 6, 2009.

Approval of Bills:

On a motion by Thomas Neale, seconded by Dee Polhemus, the bills were approved unanimously in the amount of \$7,934.26 for 2008 and \$16,157.58 for 2009.

City of Plattsburgh Liaison:

Councilor Kelly stated that he would announce the Library's 13.4% increase in circulation at the next Common Council meeting. He will also announce the Library's grant proposal to install solar panels at the next Green Committee meeting.

Clinton Essex Franklin Liaison:

Michael Spofford, Principal Account Clerk reported for Director Jankowska, who was unable to attend the Board meeting:

- 1.) Annual Report: Due from member library's on February 18th, so that the report can review and turn into the State by March 1st.
- 2.) Member Library Contract: Approved by the CEF Board and will be going out to member libraries for Board approval.

Building and Grounds Committee Report:

Dee Polhemus stated that she has received the e-mail from Director Ransom regarding the roof leak and asked if the roof had been repaired. Director Ransom stated that the contractor had not repaired the roof to date and will contact Kevin Farrington, City Engineer, to follow up.

Finance Committee Report:

Dr. Frank Ultee was unavailable to report.

Friends of the Library Committee Report:

Linda Parks had nothing to report.

Negotiating Committee Report:

Thomas Neale reported that he attended a meeting with Director Ransom, Lori Cantwell, and City Chamberlain, Richard Marks. They met again today with the Union and discussion will continue in Executive Session.

Personnel Committee Report:

Christine Suruda was unavailable to report but Virginia Brady stated that discussion would continue in Executive Session.

Social Committee Report:

Linda Parks reported that a card had been sent to the family of MaryAnne Poston, a former Board member, who passed away in December. Director Ransom also stated that Barbara Doh donated \$260 on behalf of the New Horizons Book Club to purchase books in memory of MaryAnne Poston.

Correspondence:

No correspondence was received.

Old Business:

Donation and Solicitation Policy: Harold Brohinsky asked that one word be removed from the Administrative Policies and Procedures, under I. Trustee-Librarian relationships. He asked that the last word in the last sentence of #2 be removed, which follows: In his/her absence, the Vice-President, or someone appointed to represent the Board, may speak ~~up~~. The Board agreed to have the word “up” removed from the sentence.

Director’s Goals for 2009: Director Ransom referred to the handout and stated that that he will continue goal #6, continue the Hi-Lights newsletter; that he is working on goal #12, obtaining 501(c)3 designation for the Friends; and he has completed goal #19, remove unused large oil tank and fencing and is planning to plant a tree.

New Business:

Slate of Officers: Linda Parks stated that she will be e-mailing Board members regarding the Slate of Officers, but if anyone is interested in running for office to feel free and contact her.

Decentralization Grant: Director Ransom reported that the North County Cultural Center for the Arts has awarded a grant of \$1,392 to Jan Stanley and Tamia Gastio for “A Whimsical World 2009” Art Exhibit, to be held in August. Because the grant money was made out to the Plattsburgh Public Library, Director Ransom asked that the Board approve the money to be released to the artists.

On a motion by Virginia Brady, seconded by Dee Polhemus, unanimously carried, to release \$1,392 of grant funds to Jan Stanley and Tamia Gastio for “A Whimsical World 2009” Art Exhibit was approved.

Executive Session:

On a motion by Linda Parks, seconded by Kathleen Schumacher, unanimously carried and passed, the Board voted to go into Executive Session to discuss negotiations and personnel at 5:00 p.m.

On a motion by Alexander Insley, seconded by Thomas Neale, unanimously carried, and passed, the Board voted to come out of Executive Session at 6:09 p.m.

Next Meeting:

The next meeting will be Tuesday, February 24th, 2009, at 4:30 p.m. in the auditorium of the Plattsburgh Public Library.

Adjournment:

On a motion by Alexander Insley, seconded by Thomas Neale, unanimously carried and passed, the Board moved to adjourn at 6:10 p.m.