

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
August 25, 2009

Call to Order:

The meeting was called to order at 4:30 p.m. by President Roland Lockwood.

Trustees Present:

Roland Lockwood, President; Linda Parks, Vice President; Dee Polhemus, Secretary; Harold Brohinsky, Alexander Insley, Thomas Neale, Brenda Phillips (arrived at 4:39 p.m.), and Judith Rose.

Trustees Excused:

Virginia Brady, John Prim, Ingeborg Sapp, Kathleen Schumacher, and Christine Suruda.

Representatives & Staff Present:

Ewa Jankowska, Clinton Essex Franklin Library System (CEF) Director; Councilor Michael Kelly, City of Plattsburgh Liaison (arrived at 4:38 p.m.); and Stanley Ransom, Plattsburgh Public Library (PPL) Director.

Public Forum:

No one addressed the Board.

Approval of Minutes:

On a motion by Harold Brohinsky, seconded by Linda Parks, the meeting minutes of July 28, 2009, were unanimously carried and passed.

President's Report:

President Lockwood appointed John Prim to the Finance Committee.

Director's Report:

Director Ransom read from his prepared Director's report.

Approval of Bills:

On a motion by Alexander Insley, seconded by Judith Rose, the bills were approved unanimously in the amount of \$10,169.77.

City of Plattsburgh Liaison:

Councilor Kelly stated that the budget process has begun and he would like to meet with Director Ransom to strategize how to make the personnel increase and Sunday hours happen.

Town of Plattsburgh Liaison:

Charlie Bainbridge was unavailable to report.

Clinton Essex Franklin Liaison:

Director Jankowska reported the following from the August 24th, 2009 CEF Board meeting:

- 1.) Library Construction Grant: The Board approved applications for library construction grants.
- 2.) 2010 Library System Budget: The Board tentatively approved their budget, which included a \$20,000 book budget cut.
- 3.) Library Directors: Patty Perez of the Lake Placid Library and Larry Hahn of the West Chazy Library have resigned as Library Directors. Linda McCallister, a former employee of PPL, has replaced Larry Hahn. The new Director of the Rouses Point Library is Donna Boumil.
- 4.) Library Funding: Director Jankowska asked PPL Board members to contact Clinton County Legislators and advocate for the 3% increase to the County's Library budget.

Building and Grounds Committee Report:

Dee Polhemus had nothing to report.

Finance Committee Report:

Thomas Neale had nothing to report. Director Ransom reviewed the year-to-date expenditure report for the month of August. Discussion followed.

Friends of the Library Committee Report:

Linda Parks had no report. Director Ransom reported that the Friends are preparing for an art exhibit in September.

Negotiating Committee Report:

Thomas Neale reported that the negotiating team recently met with Attorney Lori Cantwell and another meeting is planned with the Union.

Personnel Committee Report:

Christine Suruda was unavailable to report.

Social Committee Report:

Linda Parks asked if a book for Dr. Ultee had been purchased. Director Ransom stated that he had two bicycling books picked out and asked the Board's opinion as to which one to select. It was decided that a book on Lance Armstrong would be purchased.

Correspondence:

Director Ransom read and explained the customer comments for the month of July 2009.

Old Business:

1.) Workplace Violence Prevention Program Policy: Director Ransom reviewed the amended policy and discussion followed.

On a motion by Harold Brohinsky, seconded by Thomas Neale, unanimously carried and passed, to adopt the Workplace Violence Prevention Program Policy.

2.) Whistleblower Protection Policy: No discussion.

On a motion by Linda Parks, seconded by Harold Brohinsky, unanimously carried and passed, to adopt the Whistleblower Protection Policy.

New Business:

1.) Budget Transfer: Director Ransom asked the Board to approve a budget transfer and discussion followed.

On a motion by Alexander Insley, seconded by Linda Parks, unanimously carried and passed to amend the budget as follows:

Increase estimated revenues for Gifts and Donations (A/C 612700002705) by	<u>\$750.00</u>
Total increase in estimated revenues:	\$750.00

Increase appropriation for Tech. Materials & Supplies (A/C 674100004330) by	\$500.00
Increase appropriation for Contracted Services (A/C 674100004430) by	<u>\$250.00</u>
Total increase in appropriations:	\$750.00

2.) 2009 Public Library Construction Grant: Director Ransom reviewed and explained the construction grant that he is applying for. Discussion followed.

On a motion by Judith Rose, seconded by Brenda Phillips, unanimously carried and passed, to approve the 2009 Public Library Construction Grant Application as presented.

3.) Computer Committee: Discussion followed regarding the Library's computers problems. President Lockwood appointed Alexander Insley as Chairperson and Brenda Phillips to serve on the Computer Committee.

Next Meeting:

The next meeting will be Tuesday, September 22nd, 2009, at 4:30 p.m. in the auditorium of the Plattsburgh Public Library.

Adjournment:

On a motion by Virginia Brady, seconded by Alexander Insley, was unanimously carried and passed, the Board moved to adjourn at 5:12 p.m.