

## Galway Public Library Board Meeting

Thursday Feb. 2, 2017

Attendance: Arlene Rhodes, President; Paul Ashman, Fred Baily, Donna Erickson, Judith Knowlton, Mary Lynn Kopper; Director, Debra Flint. Absent: Phyllis Keeler.

Meeting called to order at 6:32 pm by President Rhodes.

NO PUBLIC COMMENT

### Ad-Hoc Committees:

- New Building Report: Fred Baily:
  - Next Meeting with Architects will be held on **Feb. 17 at 9 am in Ballston Spa.**
  - We will have a **Special Meeting of the Board on Friday, Feb. 24 at 1 p.m. at the Library**
  - Purpose will be to review the new conceptual drawings provided by the architects.
  - Review finances, put a funding package together, and determine the amount of the bond for public referendum.
- Questions from Arlene to Director on what funds are yet to be received from the NYS Construction Aid Grant and another grant that is being used for architectural services. Estimate of \$3,000 to \$5,000.
- Arlene noted that Sharyn Kalinkewicz has agreed to maintain a spreadsheet for funds pledged toward the new library building project. We expect a report soon on the amount pledged by members of the Library Board and Friends Board.
- Arlene and Fred agree that it would be wise to meet with School District Superintendent to discuss arrangements for scheduling the bond vote. (after the Feb. 24 special meeting)
- The scheduling of community meetings to share information about the new library building project should start quickly. Director set **P.R. meeting for Tuesday, Feb. 7 at 4 p.m.**

### Financials:

- Discussion regarding the differing responsibilities of the bookkeeper and Treasurer. Will be referred to the Financial Committee's next meeting.
- The motion was made by Paul and 2<sup>nd</sup> by Judy to approve the payment of bills drawn on BSNB Regular checking for January 23 to January 27. Approved, 6. 0 opposed. **CARRIED**
- Motion made to approve the BSNB New Library Checking 1546 report for January 1 to January 31 including the payment of bills by Judy, 2<sup>nd</sup> by Donna. Approved, 6. 0 opposed. **CARRIED**

**Correspondence:** Arlene read a letter from Jeremy Johannesen, Executive Director of NYLA, thanking our trustees for personal donations to a legal defense fund for a library in Central New York needing assistance last year.

### No Unfinished Business.

### New Business:

- **SALS Annual Meeting:** Lake George, 15 of May. All board members are encouraged to attend.
- **March 1, Library Advocate Day** in Albany: Donna went last year and will plan on going this year. Other board members are encouraged to join her.
- **Friends Taste of Chocolate**, Feb. 11<sup>th</sup>: Paul and Judy will be there to provide information and answer questions about the working plan for a new library building.
- **Feb. 16 Board Meeting:** Deb will not be present, but prior to the meeting, she will e-mail paperwork that we must sign that evening.
- **Library Assistant Leave of Absence:** Sara Pandori has requested an unpaid leave, and Library Director Deb Flint has recommended we approve the request. Motion by Fred Baily and 2<sup>nd</sup> by Paul Ashman to approve a leave of absence without pay for Sara Pandori from Feb. 23rd to April 4. 6 approved, 0 opposed. **CARRIED.**

- **Book Sales:** Arlene indicated that she had spoken to both Bill Bateman, Friends Liaison to Library Board, and to Amanda Ferraro, President of the Friends of Library, regarding the book sales and disposal of unsold books. The Friends need, (as does everyone) more new and younger volunteers –or a different way of handling sales. The members of the Friends Board and the Library Board will work together to find solutions.

**No Public Comment**

**Adjournment:** Motion was made by Donna, seconded by Fred to adjourn the meeting. Approved 6, opposed 0. **CARRIED**

Meeting adjourned at 8:06 pm.

Mary Lynn Kopper, Secretary