

Board Authorizations 2025-26

Library Attorneys

Roemer, Wallens, Gold & Mineaux, LLP - Primarily personnel matters, sexual harassment training
Whiteman Osterman and Hanna, LLP -General library matters, districting, construction, SEQR, NYS Ed.
Bond, Schoneneck and King -Contract negotiations, staff handbook, personnel
The Law Office of Stephanie Adams PLLC -Library policies, first amendment questions, civil service, general matters

Library Insurance Broker

Amsure Associates
Marshall and Sterling

Library Auditors

Marvin and Company (*Last RFP 2019 – contract started July 2019*)

Official Bank Depositories for Library Funds

TD Bank (*Last RFP 2014 – contract started July 2014*)
M&T Bank
Key Bank
NBT Bank
Pioneer Bank
Metropolitan Commercial Bank

Official Newspapers

The Spotlight
Albany Times-Union

Board Meeting Dates

Official business – generally the second Monday of the month
Special meetings – called as needed

Authorizations

The Treasurer of the Board is to verify payrolls for the library.
A petty cash fund of \$100 is established.
The Treasurer, Account Clerk II and Director are authorized to enter into an agreement with TD Bank for electronic transfers of funds between library accounts effective July 1, 2014.
The following payroll-related transactions may be transferred electronically: IRS, NYS Tax, NYS Deferred Comp.
The Board authorizes payment of some time-sensitive bills by hand-drawn check between Board meetings.
Wire transfers between authorized financial institutions are allowed.

Bonding

The Director, Account Clerk II and Board Treasurer are bonded for \$1,000,000.
The Staff Assistant who prepares bank deposits is bonded for \$35,000.
The Messengers are bonded for \$35,000.