AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, March 11, 2014
7:30 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. RECEPTION OF VISITORS

IV. MINUTES

V. COMMUNICATIONS

VI. FINANCIAL REPORTS

VII. DIRECTOR'S REPORT

VIII. COMMITTEE REPORTS
   a. Personnel –Sonia Burgos Crannage and Stephen Cobb, Co-Chairs
   b. Policy Review – Patricia Soto, Chair
   c. Building & Grounds – Stephen Cobb & Bernadette Koop, Co- Chairs
   d. Budget - Gail Kaiser, Chair

IX. OLD BUSINESS

X. NEW BUSINESS

XI. ADJOURNMENT

MINUTES
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
BOARD MEETING
Main Library, Garnerville, N.Y.
March 11, 2014

Board Members Present	Absent
Richard Freeman	Kathleen Vandervoort
Gail Kaiser	Stephen Cobb
Patricia Soto	
Sonia Burgos Crannage	
Bernadette Koop	

Staff

Claudia Depkin, Director
Ann E. Hanus, Principal Account Clerk

I. CALL TO ORDER

Mr. Freeman called the meeting to order at 7:42 pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. RECEPTION OF VISITORS

No visitors were in attendance.

IV. MINUTES

Ms. Koop moved to accept the Minutes of the February 11, 2014 Board Meeting. Ms. Burgos Crannage seconded. Vote unanimous.

V. COMMUNICATIONS

Thank you letter from Nyack Hospital for the donation of hats, mittens, and booties from the Library's knitting club.

VI. FINANCIAL REPORTS

1. We are 69% expended for the year. There is no charge to us for our public telephone. Line 25 Donations is high, it's nice to see. Line 38 Bank Miscellaneous is a pass through line. If an overpayment is made for retirement that amount is deposited into this line and then passed on to the retiree. Line 1502 Workers Compensation is high, we will check into it. Line 1706 Sewer Tax includes county fees. Line 1850 Special Programs - Adult is high, it includes money paid for an upcoming bus trip. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2013 - March 11, 2014. Ms. Burgos Crannage seconded. Vote unanimous.
2. Check #5716 DeLeonardis Electric is for the installation of outlets and data entry in various locations throughout the building. Check #5744 JJ Stanis & Company is for our dental insurance. Ms. Kaiser moved to accept the Check Warrant February 12, 2014 through March 6, 2014, in the amount of $116,298.13. Ms. Soto seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant March 5, 2014 through March 11, 2014, in the amount of $17,492.93. Ms. Koop seconded. Vote unanimous.
6. Ms. Kaiser moved to accept the Resolution as follows:
   To approve the attached list of transfers made from TD Bank Sweep Account from February 10, 2014 through March 11, 2014, as per audit. Ms. Koop seconded. Vote unanimous.
7. Ms. Kaiser thanked Ms. Depkin and Ms. Hanus for their preparation of materials in advance of the committee meetings.

VII. DIRECTOR'S REPORT

Circulation statistics show a decrease from 2013, there is a trend of people reading less. Ms. Soto moved to accept the February 11, 2014 Director's Report. Ms. Kaiser seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

Ms. Depkin will respond to the Staff Association re: their budget requests, which were taken into consideration during budget preparation.

Liju Devasia was to be hired on Salary Schedule B but was hired on Salary Schedule A in error. Ms. Burgos Crannage moved to grandfather Liju Devasia into Salary Schedule A. Ms. Soto seconded. Vote unanimous.

Ms. Soto moved to hire Dennis Sullivan as Librarian I PT, effective upon approval from Civil Service. Ms. Kaiser seconded. Vote unanimous.

Ms. Kaiser moved to accept the resignation of Jorge Ruiz, effective March 5, 2014. Ms. Burgos Crannage seconded. Vote unanimous.

Ms. Koop moved to fill the vacant line 1486 Custodial Worker FT, moving the balance of line 1480 Custodian I FT into line 1486 to fund the position. Ms. Burgos Crannage seconded. Vote

unanimous.
Ms. Burgos Crannage moved to hire Donald White as Custodial Worker I FT, effective upon approval from Civil Service. Ms. Soto seconded. Vote unanimous.

Policy
Assuming that there are no budget issues, the next meeting of the Policy Committee will be April 8, 7 pm, prior to the Board Meeting.

Building & Grounds
OnForce Solar has applied to Orange & Rockland for required paperwork. Their engineer was here taking measurements for the layout of the panels.

Budget
The Budget Committee recommends putting to public vote a budget for the 2014-2015 budget year that includes an increase in taxes of $74,051. This is equivalent to the 1.46% tax cap as set by the Governor.
Ms. Kaiser moved that the Board accept for voter approval the 2014-2015 budget, raising an additional $74,051 in taxes, a 1.46% increase which represents the tax cap. Ms. Soto seconded. Vote unanimous.
Ms. Soto moved to set June 5, 2014 as the date for the 2014 Library Budget Vote and Trustee Election. Ms. Koop seconded. Vote unanimous. Public Information Sessions will be held in the Village Branch Monday, May 12, 8 pm, and in the Main Library Tuesday, May 13, 8 pm.

IX. OLD BUSINESS

We are looking at the cost to retrofit the mid-level tutor room into an office for Teen Services department head Patrice Gottfried.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:24 pm. Ms. Burgos Crannage seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, April 8, 7:30 p.m. at the Main Library.

Submitted by: Claudia Depkin, Library Director