

AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, May 14, 2013
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.
May 14, 2013

Board Members Present

Richard Freeman
Gail Kaiser
Patricia Soto
Sonia Burgos Crannage
Stephen Cobb

Absent

Kathleen Vandervoort
Bernadette Koop

Staff

Claudia Depkin, Director
Ann E. Hanus, Principal Account Clerk
Cheryl Fellner, Clerk to the Board

I. **CALL TO ORDER**

Mr. Freeman called the meeting to order at 7:40 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

No visitors were in attendance.

IV. **MINUTES**

The MTA tax rebate check will be credited to Line 1725 NYS MTA Tax. Ms. Soto moved to accept the Minutes of the April 9, 2013 Board Meeting. Ms. Kaiser seconded. Vote unanimous.

Ms. Kaiser moved to accept the Minutes of the April 16, 2013 Special Meeting of the Board.
Ms. Soto seconded. Vote unanimous.

V. COMMUNICATIONS

There were no communications.

VI. FINANCIAL REPORTS

1. Line 16 Grants Misc. is BTOP grant money received in 2013. Line 1505 Medical Insurance is high, the cost has increased since 2012. Line 1477 Custodial Overtime is down. Line 1850 Special Programs - Adult is high, we have paid for some programs in advance and will be reimbursed. Line 1860 Miscellaneous Fees is high, we will check into the reason. Line 1704 Tech Logic is high, it includes maintenance work done and our service contract. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2012 - May 14, 2013. Mr. Cobb seconded. Vote unanimous.
2. Check #4807 Heinsman Cleaning Service is for carpet cleaning. Check #4830 Evanced Solutions is our online programs and room reservations calendar. Ms. Kaiser moved to accept the Check Warrant April 10, 2013 through May 8, 2013, in the amount of \$137,976.62. Ms. Burgos Crannage seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant May 9, 2013 through May 14, 2013, in the amount of \$72,662.29. Ms. Soto seconded. Vote unanimous.
4. Ms. Kaiser moved to accept the Resolution as follows:
To approve the attached list of transfers made from TD Bank Sweep Account from April 10, 2013 to May 14, 2013, as per audit. Mr. Cobb seconded. Vote unanimous.

Ms. Soto moved to suspend the Board Meeting at 8:05 pm and reopen the Public Information Session. Ms. Burgos Crannage seconded. Vote unanimous.

Karen Weaver attended. She stated she supports the library and feels the Board put together a good budget.

Mr. Cobb moved to adjourn the Public Information Session at 8:17 pm. Ms. Kaiser seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

DTM called Mr. Freeman Saturday morning, May 11th. There was no custodian in the Village Branch and it appears that the part time employee who opened the building did not shut off the alarm.

Staff who attend conferences share with their departments what they have learned.

Reference materials are being integrated with circulating materials, allowing patrons to find the information they need in one area.

Ms. Burgos Crannage moved to accept the May 14, 2013 Director's Report. Ms. Soto seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

Nothing to report.

Policy

The Committee will again meet at 7 pm prior to each Board Meeting to continue reviewing policies.

Building & Grounds

The solar panel engineering schedule of fees from Savin Engineers and Maser Consulting are very different and therefore difficult to compare. We will contact Maser for a more detailed schedule of fees and will also contact Orange & Rockland for engineering firms they may recommend.

Budget

Sonia Burgos Crannage and Patricia Soto are the only persons running for Trustee.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:35 pm. Mr. Cobb seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, June 11, 7:30 p.m. at the Main Library.

Submitted by: Cheryl L. Fellner, Clerk to the Board