

AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, January 8, 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.
January 8, 2013

Board Members Present

Richard Freeman
Stephen Cobb
Kathleen Vandervoort
Bernadette Koop
Patricia Soto

Absent

Gail Kaiser
Sonia Burgos-Crannage

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 7:35 pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. RECEPTION OF VISITORS

David Wemmer from Korn Rosenbaum LLP attended to review the library audit for the year ending June 30, 2012. He stated it was a good audit with no internal control issues. Trustees will review the audit for approval at February's Board Meeting.

IV. MINUTES

Ms. Koop moved to accept the Minutes of the November 13, 2012 Board Meeting. Mr. Cobb seconded. Vote unanimous.

V. COMMUNICATIONS

1. Letter addressed to Debbie DiBernardo from the Center for Safety & Change, thanking us for having a Giving Tree at the Library and the subsequent donation of toys.
2. Letter addressed to Debbie DiBernardo from the Rockland County Youth Bureau, thanking us for our participation in their youth employment program, and notifying us that as of January 31, 2013, we will no longer receive reimbursement for persons employed here more than one year.

VI. FINANCIAL REPORTS

1. Ms. Soto moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2012 - December 11, 2012. Ms. Vandervoort seconded. Vote unanimous.
2. Ms. Soto moved to accept the Check Warrant November 14, 2012 through December 5, 2012, in the amount of \$49,816.62. Mr. Cobb seconded. Vote unanimous.
3. Ms. Soto moved to accept the Check Warrant December 6, 2012 through December 11, 2012, in the amount of \$29,103.34. Mr. Cobb seconded. Vote unanimous.
4. Ms. Soto moved to accept the Resolution as follows:
To approve the attached list of transfers made from TD Bank Sweep Account from November 13, 2012 to December 11, 2012, as per audit. Ms. Koop seconded. Vote unanimous.
5. Ms. Soto moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2012 - January 8, 2013. Mr. Cobb seconded. Vote unanimous.
6. Ms. Soto moved to accept the Check Warrant December 12, 2012 through January 2, 2013, in the amount of 87,671.68. Ms. Vandervoort seconded. Vote unanimous.
7. Ms. Soto moved to accept the Check Warrant January 3, 2013 through January 8, 2013, in the amount of \$38,110.86. Mr. Cobb seconded. Vote unanimous.
8. Ms. Soto moved to accept the Resolution as follows:
To approve the attached list of transfers made from TD Bank Sweep Account from December 11, 2012 to January 8, 2013, as per audit. Ms. Koop seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

Ms Koop moved to accept the December 11, 2012 Director's Report. Ms. Vandervoort seconded. Vote unanimous.

Liju Devasia is our new part-time Information Services Asst.

FEMA called, an intake meeting will be scheduled to go over damage from Hurricane Sandi. Roof lightning rods have been replaced, and end caps fixed. Caps along the front wall are crumbling, we are getting estimates for their repair.

Mr. Cobb moved to accept the January 8, 2013 Director's Report. Ms. Soto seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

Mr. Cobb moved to appoint Liju Devasia as Information Services Asst., part-time. Ms. Vandervoort seconded. Vote unanimous.

Policy Review

The Committee met at 7 pm. Work is progressing on a draft of a revised Personnel Manual. Ms. Soto moved to approve an increase of the mileage reimbursement rate to 56.5¢ per mile, effective 1/1/2013. Mr. Cobb seconded. Vote unanimous.

Building & Grounds

The Village roof is leaking, we are obtaining estimates for its repair.

Budget

The Personnel Committee will meet at 6:45 pm on February 12, prior to the Board Meeting, to work on the budget.

Ms. Soto moved to approve the following:

Whereas, the adoption of the 2013-14 budget for the Haverstraw King's Daughters Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Haverstraw King's Daughters Public Library voted and approved to exceed the tax levy limit for 2013-14 by at least the sixty percent of the board of trustees as required by state law on January 8, 2013.

Mr. Cobb seconded. Voting in affirmation: Mr. Freeman, Ms. Vandervoort, Ms. Koop, Mr. Cobb, and Ms. Soto. No voting in opposition.

IX. OLD BUSINESS

The RCLS budget passed. All member libraries voted.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Mr. Cobb moved to adjourn the meeting at 8:33 pm. Ms. Vandervoort seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, February 12, 7:30 p.m. at the Main Library.

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