

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

Board Members Present

Richard Freeman
Gail Kaiser
Patricia Soto
Stephen Cobb
Bernadette Koop
Kathleen Vandervoort

Absent

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 7:37 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

No visitors were in attendance.

IV. **MINUTES**

The entry in **IV. Minutes**, should be moved to **V. Communications**. With that change, Ms. Soto moved to accept the Minutes of the September 17, 2013 Board Meeting. Mr. Cobb seconded. Vote unanimous.

V. COMMUNICATIONS

Letter from the NYS Comptroller's office to Ms. Kaiser as Treasurer, stating that the Board of Trustees properly voted to override the tax levy limitation for the Library's fiscal year ending in 2014.

VI. FINANCIAL REPORTS

1. \$1,000,000 of our tax money was released from the School District, \$636,000 of it was paid to DASNY. We should be receiving another \$1,000,000 this week. On behalf of the Board, Ms. Kaiser thanked Ms. Hanus for her efforts in getting our money.
Line 1458 Branch Coordinator Stipend was instituted after Vivien Maisey retired. Line 1850 Special Programs Adult includes bus trip deposit money. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2013 - October 8, 2013. Ms. Koop seconded. Vote unanimous.
2. Check #5224 Jerry Hillard is for a Youth Services program. Check #5225 Variety Installers is for a boiler part. Check #5238 Avram Pengas and check #5285 Robert Vanderclock are for Adult Services programs. Check #5256 Book Page is a magazine subscription. Check #5266 Learning Express, LLC is for a database.
Ms. Kaiser moved to accept the Check Warrant September 11, 2013 through October 3, 2013, in the amount of \$138,734.56. Ms. Vandervoort seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant October 4, 2013 through October 8, 2013, in the amount of \$12,472.73. Mr. Cobb 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 September 17, 2013 to October 8, 2013, as per audit. Ms. Koop seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

We are looking to have a consolidated service desk or librarian greeter at the Main Library. Patrons entering the building would get immediate assistance with questions, etc. On a related note, staff will be reminded to wear their nametags so we are identifiable to patrons. There was negative chatter about the Library on the North Rockland Community page of Facebook prior to our budget vote. We will continue to visit community organizations to let everyone know what we have to offer, and attempt to get a Friends of the Library group started.

Gesenia Bare got married on October 7th.

Ms. Koop moved to accept the October 8, 2013 Director's Report. Ms. Kaiser seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

Mr. Cobb made a motion to offer congratulations to Gesenia Bare on her marriage, with wishes for many years of happiness. Ms. Vandervoort seconded. Vote unanimous.

Policy

The Committee met at 7 pm prior to the Board meeting. The Conflict of Interest and Social Media policies were reviewed, we expect they will be ready for approval at the next Board meeting. The Committee will next meet at 7 pm, November 12, prior to the Board meeting.

Building & Grounds

A revised Solar Panel Proposals Summary including Monolith's adjusted proposal, was handed out to the Trustees. All the estimates include a structural analysis of the roof prior to beginning work. The companies use the same panels and convertors. All references contacted gave great reviews. Lionshead is based in New York City, Monolith in Syracuse, OnForce in the Bronx, and Real Goods in Rockland County. The Board decided that OnForce is our first choice, and Real Goods our second. Mr. Cobb moved to direct Ms. Depkin to contact OnForce for a contract. Ms. Koop seconded. Vote unanimous.

Budget

Ms. Kaiser told the Board that she will be away from February 15 through February 25, 2014, and will not be available for Budget Committee meetings.

IX. OLD BUSINESS

Ms. Soto attended a Future of Libraries workshop at NYLA. She reiterated that communities must be made aware that libraries are the center of their town, with information available for all their needs. To that end, proposed ideas are putting out a suggestion box, with suggestions and their follow-ups printed in the newsletter, and starting a Friends group. Ms. Koop attended the RCLS Annual Meeting and Legislative Breakfast and stated that the speakers were all great supporters of libraries. Ms. Depkin will contact Maureen Corallo from the Town of Haverstraw Senior Citizens Club for senior group contacts.

X. NEW BUSINESS

On October 23 at 5 pm there is a Trustee Training Workshop at RCLS. Transportation is available. Ms. Soto will be attending.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:50 pm. Ms. Koop seconded. Vote unanimous.

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

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