

AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, February 12, 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.
February 12, 2013

Board Members Present

Richard Freeman
Stephen Cobb
Gail Kaiser
Bernadette Koop
Patricia Soto

Absent

Kathleen Vandervoort
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**

No visitors were in attendance.

IV. **MINUTES**

Ms. Soto moved to accept the Minutes of the January 8, 2013 Board Meeting. Mr. Cobb seconded. Vote unanimous.

V. COMMUNICATIONS

There were no communications.

VI. FINANCIAL REPORTS

1. Line #16 Grants Misc. and line #22 Commissions are negative amounts. Ann will check this and report back at the next meeting. The Pages line #1490 is high because extra hours were worked during the winter holidays. The Special Programs Adult line #1850 is high because some programs are paid in advance. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2012 - February 12, 2013. Ms. Koop seconded. Vote unanimous.
2. Check #4456 Overdrive is for e-books. Check #4470 Literacy Volunteers is for the Preparation for US Citizenship classes. Check #4483 Baker & Taylor is for books. Ms. Kaiser moved to accept the Check Warrant January 9, 2013 through February 6, 2013, in the amount of \$158,228.98. Mr. Cobb seconded. Vote unanimous.
3. Check #4543 Parasiempre Productions is for Spanish language books. Ms. Kaiser moved to accept the Check Warrant February 7, 2013 through February 12, 2013, in the amount of \$66,062.03. 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 January 8, 2013 to February 12, 2013, as per audit. Ms. Koop seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

AAA performed boiler maintenance in the Main Library.
We are waiting for a second solar panel proposal from Savin Engineers.
We are obtaining an estimate for the installation of an awning over the exterior book drop.
NYLA has a Disaster Relief Fund. We have applied for monies for the repair of our roof for damages incurred from Hurricane Sandy, and may receive \$1,000.
Weeded books have been sent to RCLS for correctional facilities.
Ms Koop moved to accept the February 12, 2013 Director's Report. Ms. Kaiser seconded.
Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

The Committee met prior to the Board Meeting and will make recommendations to the Budget Committee.

Policy Review

Nothing to report.

Building & Grounds

Nothing to report.

Budget

The school budget vote this year is May 21. The library budget vote will be Thursday, June 6. Legal notices will be placed in the Rockland Journal News and the Rockland County Times starting April 22. Trustee petitions will be available starting April 22 and are due in to the Clerk to the Board on May 7. Two seats are open, the terms of Ms. Burgos Crannage and Ms. Soto are expiring.

The Committee will meet Wednesday, February 27, 6:30 pm, and Tuesday, March 12, 6:30 pm, prior to the March Board Meeting. A third meeting will be scheduled if necessary.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:20 pm. Ms. Koop seconded. Vote unanimous.

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

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