

AGENDA  
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY  
Rosman Center, Garnerville, N. Y.  
Tuesday, March 13, 2012  
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  
Rosman Center, Garnerville, N.Y.  
March 13, 2012

Board Members Present

Richard Freeman  
Stephen Cobb  
Bernadette Koop  
Sonia Burgos-Crannage  
Patricia Soto  
Kathleen Vandervoort

Absent

Gail Kaiser- excused

Staff

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

**I. CALL TO ORDER**

Richard called the meeting to order at 7:38 pm.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**III. RECEPTION OF VISITORS**

Prior to the meeting, a patron spoke with Bonnie about a concern, and said she would return for the meeting. She did not. The woman runs a Pre-Kindergarten school and as a patron and taxpayer, is not happy that for-profit organizations must pay to use our Community Room.

**IV. MINUTES**

Stephen moved to accept the Minutes of the 2/14/12 Board Meeting with the following correction: under Committee Reports - Budget, in the first motion, (Year) is to be replaced with July 1,2012 - June 30, 2013. Sonia seconded. Vote unanimous.

**V. COMMUNICATIONS**

There were no communications.

## **VI. FINANCIAL REPORTS**

1. We are still owed tax money, Ann will get in touch with the school district. Line 1940, Legal Fees, is high because our attorney had neglected to bill us in 2011 for 2011 services, and billed us now. Line 1715, Repair and Maintenance, remains high, but total Operation and Maintenance is at 65%. Pat moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2011 through March 13, 2012. Sonia seconded. Vote unanimous.
2. Pat moved to accept the Check Warrant February 15, 2012 through March 7, 2012, in the amount of \$40,503.45, and the Check Warrant March 8, 2012 through March 13, 2012, in the amount of \$48,822.94. Stephen seconded. Vote unanimous.
3. Pat moved to accept the Resolution as follows:
  1. To approve the attached list of transfers made from TD Bank Sweep Account from February 14, 2012 to March 13, 2012, as per audit.  
Kathy seconded. Vote unanimous.
5. Pat moved to accept the BTOP Profit & Loss Budget vs. Actual Report July 1, 2010 through March 13, 2012. Sonia seconded. Vote unanimous.
6. Pat moved to accept the BTOP Check Warrant February 15, 2012 through March 13, 2012, in the amount of \$4,372.92. Bonnie seconded. Vote unanimous.

## **VII. DIRECTOR'S REPORT**

A staff meeting was held on March 9. The main point of discussion was improving staff interactions, starting with a clean slate, and moving forward. Night of 1,000 Stars is April 9, 6 - 7:30 pm, in the Village. Tara has invited the Director and board members to read. Claudia, Stephen, and Kathy will read. A \$5 donation was received from a patron who was pleased with the service he received from librarian Ed Dacey. Pat moved to accept the Director's Report. Bonnie seconded. Vote unanimous.

## **VIII. COMMITTEE REPORTS**

### **Personnel**

Nothing to report.

### **Policy Review**

The Policy Committee met prior to the Board Meeting, and continued its review of the Personnel Manual. Once it has been reviewed in its entirety, the Committee will present all revisions to the Board for approval.

### **Building & Grounds**

After speaking with the Town of Haverstraw and the County, Stephen was told that the Library has the right to put up no-smoking signs anywhere on the property, even if the property is leased. The Library can set its own policy. This will be discussed further at the April Board meeting.

### **Budget**

Pat moved to correct the motion made at the February 14, 2012 Board Meeting regarding the operating budget for 2012-2013, as follows: Resolved that the Board of Trustees accepts the

2012-2013 total tax budget for voter approval in the amount of \$4,919,500, raising an additional \$90,486 in taxes. Sonia seconded. Vote unanimous.

Pat moved that for the operating budget vote on May 31, 2012, the Board of Trustees accepts the recommendations that 800 ballots be printed, three election officials be hired for the Rosman Center location, and one electronic scanner be rented for the Rosman Center location. Stephen seconded. Vote unanimous.

Sonia moved that the Board of Trustees accepts as presented the Annual Report for Public and Association Libraries for 2011. Bonnie seconded. Vote unanimous.

Sonia moved that the Board of Trustees agrees to change the fiscal reporting year for the Annual Report for Public and Association Libraries to begin on July 1 and end on June 30. Kathy seconded. Vote unanimous.

**IX. OLD BUSINESS**

Nothing at this time.

**X. NEW BUSINESS**

Nothing at this time.

**XI. ADJOURNMENT**

Sonia moved to adjourn the meeting at 8:28 pm. Bonnie seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, April 10, 7:30 p.m. at Rosman.

Submitted by: Cheryl L. Fellner