



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, April 12, 2016
7:30 p.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. RECEPTION OF VISITORS
- IV. COMMUNICATIONS
- V. MINUTES
- 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.
April 12, 2016

Board Members Present

Richard Freeman
Sonia Burgos Crannage
Patricia Soto
Bernadette Koop
Gail Kaiser

Absent

Stephen Cobb

Staff

Claudia Depkin, Director
Cheryl Fellner, Clerk to the Board

I. **CALL TO ORDER**

Mr. Freeman called the meeting to order at 7:32 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

Kenneth Balban attended. He wants to run for Trustee in our June 9, 2016 budget vote and trustee election to fill Kathleen Vandervoort's expired term. As Ms. Vandervoort submitted her resignation at the March Board Meeting, the Board appointed Mr. Balban to fill that vacancy until the election. Mr. Freeman administered the Oath of Office to Mr. Balban.

IV. COMMUNICATIONS

There were no communications.

V. MINUTES

Ms. Soto moved to accept the Minutes of the March 8, 2016 Board Meeting. Ms. Koop seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. We should be approximately 78% expended. Line 07 Miscellaneous is low, the line includes fees for lost library cards, patrons have not been losing them. Line 01 Taxes Received General is low, we are waiting for our final check from the school district. Line 20 Fines - Village is high. Line 1700 Processing is high, a large amount of supplies was ordered at once, we do not expect to go over. Line 1860 Miscellaneous Fees is high, it includes a just paid fee to the Town of Haverstraw for our annual fire inspection. Line 1843 Dues is high, we paid for one NYLA Organizational Membership in lieu of individual memberships. Line 1725 NYS MTA Tax charges were reimbursed to Line 17 Grants RCLS, RCLS will reimburse us. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2015 - April 12, 2016. Mr. Balban seconded. Vote unanimous.
2. Check #7791 Orange & Rockland Ramapo Rd. was lower than usual, we switched energy suppliers to Direct Energy for a large savings. Check #8004 AAA Cooleration is for the repair of boiler #1. Check #8007 Children's Plus, Inc. is for summer reading materials. Check #8024 Keystone Manufacturing is for library cards. Check #8027 Littlebits Electronics is for building kits that are best described as electronic LEGOS. Check #8026 Lift Tech is for our annual elevator inspection. Check #8020 Haverstraw Stony Point Central School District is our retirement bill. Ms. Kaiser moved to accept the Check Warrant February 10, 2016 through April 6, 2016 in the amount of \$550,433.66. Ms. Koop seconded. Vote unanimous.
3. Check #8064 Lobster Box is prepayment for a bus trip. Ms. Kaiser moved to accept the Check Warrant April 7, 2016 through April 12, 2016 in the amount of \$96,975.80. Ms. Burgos Crannage seconded. Vote unanimous.
4. Ms. Kaiser moved to accept the Resolutions as follows:
To approve the attached list of transfers made from TD Bank Sweep Account from March 9, 2016 to April 12, 2016. Ms. Koop seconded. Vote unanimous.
To approve the Payroll Warrants for March 16, 2016 and March 30, 2016. Ms. Soto seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

The option of using paper ballots for our budget vote was discussed. Using paper in lieu of scanners would save money. The decision was made to keep the scanners this year as we have already budgeted for them. We will revisit paper ballots next year.

The Board is pleased that New York State's budget includes an increase to library aid and library construction aid.

As Ms. Depkin cannot attend the May 10 Budget Vote Public Information Session and Board Meeting, both will be held on May 11.

Telephone lines were down in the Village Branch, Verizon made the repairs. Verizon suggested we install fiber optic lines.

Ms. Soto moved to accept the April 12, 2016 Director's Report. Ms. Kaiser seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

Personnel

Ms. Burgos Crannage moved to appoint Elyse Stoller and Marie McDermott as Librarian I, substitute. Ms. Koop seconded. Vote unanimous.

Ms. Burgos Crannage moved to establish a new Librarian I position. Ms. Kaiser seconded. Vote unanimous.

Policy

The committee will resume meeting when there is time on the schedule.

Building & Grounds

Nothing to report.

Budget

At the February 9, 2016 Board Meeting the Board approved a resolution to override the tax cap of .012%, if necessary. The proposed budget has a 2.634% increase. It includes a 1 ½% COLA, funds for a security guard contract, and more funds in the Repair & Maintenance, Tech Logic, and health insurance lines.

Ms. Kaiser moved the following: that the Board of Trustees of the Haverstraw King's Daughters Public Library voted and approved that the vote for the operating budget for the fiscal year starting July 1, 2016 be held on Thursday, June 9, 2016. Mr. Balban seconded. Vote unanimous.

Ms. Kaiser moved to put forward the following proposition to voters on June 9, 2016: Shall the Haverstraw-Stony Point Central School District be authorized and directed to raise annually by tax, from the taxpayers in that portion of the said Haverstraw-Stony Point Central School District which portion is in the Town of Haverstraw, and which portion is more fully described in Chapter 427 of the laws of New York, 1977, the additional sum of \$141,861 to make a total annual appropriation of \$5,803,889 for library purposes for free public library service within that portion of the District which said sum shall be for the annual support of the Haverstraw King's Daughters Public Library. Ms. Koop seconded. Vote unanimous.

IX. OLD BUSINESS

Ms. Depkin checked with other libraries who have panic buttons. Some buttons ring to the alarm companies, some to the police departments. We will decide on whether or not to have a panic button at the Main Library after the security guards have started.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:47 pm. Ms. Burgos Crannage seconded. Vote unanimous.

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

Submitted by: Cheryl Fellner, Clerk to the Board