



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, May 12, 2015
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
 - a. Government Efficiency Plan
- XI. ADJOURNMENT



MINUTES
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
BOARD MEETING
Main Library, Garnerville, N.Y.
May 12, 2015

Board Members Present

Richard Freeman
Bernadette Koop
Patricia Soto
Gail Kaiser

Absent

Kathleen Vandervoort
Sonia Burgos Crannage
Stephen Cobb

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 7:30 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

Mr. Ed Auponte attended.

IV. COMMUNICATIONS

Letter from Diane Serratore, Executive Director of People to People, thanking us for the \$385 worth of toys donated to their Joy Store this past holiday season.

Letter from Nicole Pagan and Kathryn Stoehr from Pomona Middle School, thanking us for our donation of books to their Family Resource Center.

Letter from Sharon Frazier, Director of Tots to Teens, thanking us for our donation of computers.

V. MINUTES

Ms. Soto moved to accept the Minutes of the April 14, 2015 Board Meeting. Ms. Koop seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. We are still waiting for our \$390,056.55 of tax monies from the school district. Line 17 Grants-RCLS includes the MTA tax refund. Line 25 Donations includes recent donations made in the memory of Kathryn Patricia Bennett. Line 38 Bank Miscellaneous is high, we will check into it. Line 1503 Unemployment Insurance is high, the amount is determined by NYS. We have increased this line in the 2015-2016 budget. We have frozen the ordering of non-essential Library Materials until July 1. Line 1704 Tech Logic is high, we are having problems with the security gates. Line 1715 Repair & Maintenance continues to be high, the building is aging but costs are being offset by our savings in utilities. Line 1828 Training is high, it includes payment made for a staff training program June 18 and 19. Line 1860 Miscellaneous Fees includes new non-profit filing fees. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2014 - May 11, 2015. Ms. Soto seconded. Vote unanimous.
2. Check #6997 AAA Cooleration Service is for replacement of the shaft and bearings in the cooling tower. Check #7021 DeLeonardis Electric is for repair of the electric damage done by OnForce Solar. We received the insurance company check for the repair. Check #7030 Louie's Oyster Bar & Grill is for a bus trip. Check #7048 Transformational Conversations is for the June 18 & 19 staff meeting. Check #7049 Upstart is for materials for the children's summer reading program. Ms. Kaiser moved to accept the Check Warrant April 15, 2015 through May 8, 2015, in the amount of \$94,316.88. Ms. Koop seconded. Vote unanimous.
3. Check #7055 Aunt Helen's Closet is for a summer reading club program. Check #7061 Flow Circus, Inc. is for a summer reading club program. Ms. Kaiser moved to accept the Check Warrant May 11, 2015, in the amount of \$12,693.15. Ms. Soto 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 April 14, 2015 to May 12, 2015, as per audit. Ms. Soto seconded. Vote unanimous.

To approve the Payroll Warrants for April 15, 2015 and April 29, 2015. Ms. Koop seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

The Library Board of Trustees is meeting with the North Rockland School District Board of Trustees on May 19 at 6 pm.

The AARP Defensive Driving classes are very popular.

The Night of 1,000 Stars at the Village went well.

Ms. Soto moved to accept the May 12, 2015 Director's Report. Ms. Koop seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

Personnel

Nothing to report.

Policy

The Committee will next meet on June 9 at 7 pm, prior to the Board Meeting.

Building & Grounds

The security gates at the main library need to be replaced. We have quotes from 3 vendors: TechLogic - \$10,725; 3M - \$11,560; and Demco - \$11,438. Each vendor has an extended warranty at an additional cost. Cost for the replacement will come from the technology budget line. Ms. Koop moved to accept the bid for replacement of security gates from TechLogic, in the amount of \$10,725. Ms. Kaiser seconded. Vote unanimous. We will hold off on the extended warranty for now.

Budget

No one from the public attended either Budget Vote Public Information Session. The vote is June 4, 10 am to 8 pm.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

NYS has instituted a Government Efficiency Plan, whereby if school districts, local governments, etc. stay under the tax cap and develop a plan to save 1% of last year's budget for 3 years, homeowners will receive a Property Tax Freeze Credit. 1% of the Library's 2014-2015 budget is \$51,460. A savings of this amount must be shown in our 2017-2018, 2018-2019, and 2019-2020 budgets. Three certificates must be completed and signed.

Stephen Hoefler, Fiscal Officer of RCLS, obtained the wording of the certificates from the NYS Comptroller.

Certificate #1, "Agreement to Implement", was signed by Claudia Depkin, Library Director.

Certificate #2, "Direct Savings Certificate", was signed by Gail Kaiser, Board Financial Officer.

Certificate #3, "Savings Target Certificate", was signed by Gail Kaiser, Board Financial Officer.

Prior to adjournment Ms. Soto asked Mr. Auponte, Visitor, if he had any questions. He asked if the summer reading club theme was statewide, if our solar panel installation was complete, about adult attendance at children's programs, and about adult programs held in the Village Branch.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:30 pm. Ms. Koop seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, June 9, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board