



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, May 13, 2014
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.
May 13, 2014

Board Members Present

Richard Freeman
Gail Kaiser
Stephen Cobb
Kathleen Vandervoort
Sonia Burgos Crannage

Absent

Patricia Soto
Bernadette Koop

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 7:38 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

No visitors were in attendance.

IV. **MINUTES**

Ms. Vandervoort moved to accept the Minutes of the April 8, 2014 Board Meeting. Ms. Kaiser seconded. Vote unanimous.

V. COMMUNICATIONS

Letter from Dr. James Kane who presented the program “Babe Ruth and His Times” in the Main Library, thanking us for our professionalism and praising the library and staff.

VI. FINANCIAL REPORTS

1. We are 86% expended. Our income is high. Lines 1412 and 1421 Librarian I FT are slightly high, Ms. Hanus will check into it. The Library Materials total is low, items are on order. Line 1840 Legal Fees is high, it includes a bill from last year. Line 1841 Accounting is high, it includes a Paychex bill just paid. Line 1850 Special Programs-Adult and Line 1852 Special Programs-Teens are high, they include summer reading program spending. Line 1715 Repair & Maintenance continues to be high. Line 1718 Insurance is high, we have paid our last bill for this budget year. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2013 - May 13, 2014. Mr. Cobb seconded. Vote unanimous.
2. Check #5865 Certified Laboratories is for aerosol products for the Custodial Dept. Check #5866 Custom Woodworking Shop is for ipad stands. Check #5907 Strawtown Jewelry is for Children’s programs. Check #5913 Strawtown Jewelry is for an Adult program. Check #5914 Upstart is for Children’s program supplies. Check #5947 Wilson & Co. is for reference materials. Ms. Kaiser moved to accept the Check Warrant April 9, 2014 through May 7, 2014, in the amount of \$121,056.16. Ms. Burgos Crannage seconded. Vote unanimous.

Ms. Burgos Crannage moved to suspend the Board Meeting at 8:00 pm and reopen the Public Information Session. Ms. Kaiser seconded. Vote unanimous.

Mr. Freeman moved to adjourn the Public Information Session at 8:30 pm.

FINANCIAL REPORTS (continued)

3. Check #5853 Children’s Plus Inc. is for books. Ms. Kaiser moved to accept the Check Warrant May 8, 2014 through May 13, 2014, in the amount of \$71,365.10. Ms. Vandervoort 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 April 8, 2014 through May 13, 2014, as per audit. Ms. Burgos Crannage seconded. Vote unanimous.

VII. DIRECTOR’S REPORT

The Board liked the idea of all staff receiving a beach towel imprinted with the Library’s logo. Trustees asked if copies of slides from the Staff Meeting presentation on April 25 could be placed downstairs.

OnForce Solar received approval from Orange & Rockland. Our grant deadline has been extended.

Mr Cobb moved to accept the May 13, 2014 Director's Report. Ms. Kaiser seconded. Vote unanimous.

VII. COMMITTEE REPORTS

Personnel

Job titles will be discussed at the next Board Meeting.

Policy

Tonight's meeting was rescheduled to 7 pm on June 10, prior to the Board Meeting.

Building & Grounds

We have 4 estimates for the repair of the Florida Heat Pump, ranging from \$6,000 to \$14,000. We will contact the lowest bidder.

Budget

The Library Budget Vote is June 5. We need volunteer poll watchers. Trustees who are available will contact Ms Fellner.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 9:10 pm. Ms. Burgos Crannage seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, June 10, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board