



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, September 9, 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.
September 9, 2014

Board Members Present

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

Absent

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 7:32 pm.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. RECEPTION OF VISITORS

Mark Moran, from US Gas & Electric, attended. He believes an 18 month gas contract would be most cost effective for the library. A contract signed by September 15 would have an October 1, 2014 start date and would end April 1, 2016, including 2 winters. Our last month's gas cost with Hudson Energy was 60.74 cents per CCF, US Gas & Electric's current gas cost is 56.03 cents per CCF. The price could be extended beyond 18 months. Mr. Moran stated that he would personally manage our account.

IV. COMMUNICATIONS

There were no communications.

V. MINUTES

Ms. Soto moved to accept the Minutes of the August 12, 2014 Board Meeting. Ms. Koop seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. Line 39 Bank Miscellaneous is high, deposit slips ordered had the correct account name on them but an incorrect account number. The mistake has been corrected. Line 1612 Audio Media - Children's is high, it includes an order from June that was not encumbered because we did not have its paperwork. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2014 - September 9, 2014. Mr. Cobb seconded. Vote unanimous.
2. Ms. Kaiser regretfully had no questions on the Check Warrants and moved to accept the Check Warrant August 13, 2014 through September 3, 2014, in the amount of \$10,354.40. Ms. Soto seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant September 4, 2014 through September 9, 2014, in the amount of \$2,915.08. 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 August 12, 2014 to September 9, 2014, as per audit. Ms. Burgos Crannage seconded. Vote unanimous.
5. We have \$222,169, which will cover two paydays, until October 1. Ms. Depkin has been in touch with Mr. James Johnston, Asst. Superintendent for Business, and Ms. Ileana Eckert, Superintendent, NRCSD, about the disbursement of our tax monies. She will follow up with Mr. Johnston. Library Trustees will look to schedule a meeting with the NRCSD Board of Trustees to discuss the problems we are having in receiving our monies.

VII. DIRECTOR'S REPORT

The solar panels are being installed. They are at a 10% angle, tilted to the South.

We have 3 Entryway Rehabilitation bids: All America Masonry - \$8,600; Agustinos DA Lawn Service & Construction - \$5,150; and BDK Masonry Corp. - \$22,257. All American Masonry gave a detailed and more precise work description than Agustinos, and they have good reviews.

Ms Depkin will be in touch with DASNY to see if we can change our payment schedule to monthly, as we had prior to the bond refinancing, or if we can make our one payment in November.

On Sunday, September 7, the building was evacuated due to a smoking ballast on the mid-level. Apparently an incorrect ballast had been installed.

Ms. Koop moved to accept the September 9, 2014 Director's Report. Ms. Burgos Crannage seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

Personnel

Mr. Cobb moved to accept the resignation of Sean MacShane, Page, effective August 19, 2014. Ms. Kaiser seconded. Vote unanimous.

Mr. Cobb moved to appoint Joan Rosen as Library Clerk FT, effective September 15, 2014. Ms. Soto seconded. Vote unanimous.

Mr. Cobb moved to appoint Judith Lipstein as Library Clerk FT, effective October 6, 2014. Ms. Burgos Crannage seconded. Vote unanimous.

Policy

The Committee met at 7 pm prior to the Board Meeting. Some changes were made in the Purchasing Policy draft, it will be voted on at the next Board meeting.

The Committee will next meet at 7 pm prior to the October 14 Board Meeting.

Building & Grounds

Mr. Cobb moved to switch gas suppliers from Hudson Energy to US Gas & Electric, effective October 1, 2014, for a period of 18 months. Ms. Koop seconded. Vote unanimous.

All American Masonry is very specific and detailed in their work description for our entryway rehabilitation. Mr. Cobb moved to accept All American Masonry's bid for the Library's Entryway Rehabilitation in the amount of \$6,600 for Main's entryway, balcony, and ramp, and \$2,000 for the Village's sidewalk and steps, totaling \$8,600. Ms. Koop seconded. Vote unanimous.

Budget

Nothing to report.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

Red Hawk Fire & Security has given us 3 proposals for annual maintenance agreements, ranging in cost from \$3,205 to \$8,881. Their technicians are trained by the manufacturer of our equipment and can handle problems that DTM cannot. We will check the end date of our current contract with DTM, and make a decision.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:38pm. Ms. Burgos Crannage seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, October 14, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board