



AGENDA  
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY  
Main Library, Garnerville, N. Y.  
Tuesday, February 9, 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.  
February 9, 2016

Board Members Present

Richard Freeman  
Stephen Cobb  
Patricia Soto  
Bernadette Koop  
Gail Kaiser

Absent

Kathleen Vandervoort  
Sonia Burgos Crannage

Staff

Claudia Depkin, Director  
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**

There were no visitors.

#### **IV. COMMUNICATIONS**

Letter from Tara Morris, Head of Children's Services, to the Board, inviting the Trustees to read a book at "Night of 1,000 Stars" on April 4, 6 pm to 7:30 pm, at the Village Branch. Several Trustees were interested.

#### **V. MINUTES**

Ms. Soto moved to accept the Minutes of the January 12, 2016 Board Meeting. Mr. Cobb seconded. Vote unanimous.

#### **VI. FINANCIAL REPORTS**

1. Line 17 Grants-RCLS is high. Line 1413 Librarian II FT was budgeted for  $\frac{3}{4}$  of a year, as the employee stated she was retiring in March. The employee is now not retiring, and this line will have to be adjusted for the 2016-2017 budget year. Line 1474 Information Services Asst I PT is low. We have 3 full-time Information Services Assistants who alternate working on Saturdays, meaning less hours for the part-time Assistants. Line 1611 Audio Media-Adult, line 1612 Audio Media-Children, Line 1619 Visual Media-Adult, and line 1620 Visual Media-Children are up from last month but are still low. We are currently ordering. Line 1711 Utilities-Rosman continues to be high, we are trying to meet with an Orange & Rockland official. Line 1715 Repair & Maintenance continues to be high. Line 1835 Conferences is high, there are no more conferences after April. Line 1840 Legal Fees is high, there are no more expected bills. Line 1632 Anser Telecommunications is high, we have paid for  $\frac{3}{4}$  of the year. Ms. Kaiser moved to accept the Profit & Loss Budget vs. Actual Report July 1, 2015 - February 8, 2016. Ms. Koop seconded. Vote unanimous.
2. A check dated 1/9/2016 to United Water has no number or amount. We will check into that. Three checks, check #7783, #7800, & #7806, are payable to DEC Copiers Leasing. Monthly bills for our new lease had been incorrect and those bills were not paid. The bills have been corrected and paid. Checks #7786, #7787, #7794, #7848 & #7850 are for reimbursement of Medicare Part B to retirees. Check #7829 Clean Eating is a magazine subscription. Check #7843 Referencepoint Press is reference material. Check #7846 S & P Capital IQ LLC is a Standard & Poors subscription. Ms. Kaiser moved to accept the Check Warrant January 13, 2016 through February 4, 2016 in the amount of \$95,887.12. Mr. Cobb seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant February 5, 2016 through February 9, 2016 in the amount of \$8,226.37. Ms. Koop 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 January 13, 2016 to February 9, 2016. Ms. Soto seconded. Vote unanimous.

To approve the Payroll Warrants for January 19, 2016 and February 3, 2016. Ms. Koop seconded. Vote unanimous.

**VII. DIRECTOR'S REPORT**

Ms. Soto moved to accept the February 9, 2016 Director's Report as amended. Ms. Kaiser seconded. Vote unanimous.

**VIII. COMMITTEE REPORTS**

**Personnel**

The Committee will meet on February 16, time changed from 7 pm to 7:15 pm.

**Policy**

The Committee met at 7 pm prior to the Board meeting. Policy 1.4 Materials Selection Policy and Policy 1.4A Request for Reconsideration of Library Material were reviewed and condensed from the original. Ms. Soto moved to approve Policy 1.4 Materials Selection Policy and Policy 1.4A Request for Reconsideration of Library Material. Ms. Kaiser seconded. Vote unanimous.

**Building & Grounds**

Nothing to report.

**Budget**

The tax cap this year is 0.12%, allowing for an increase of \$64,635.70 in our budget.

Ms. Kaiser moved to approve a Tax Cap Override Resolution as follows:

Whereas, the adoption of the 2016-2017 budget for the Haverstraw King's Daughters Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and  
Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Haverstraw King's Daughters Public Library voted and approved to exceed the tax levy limit for 2016-17 by at least the sixty percent of the board of trustees as required by state law on February 9, 2016.

Ms. Koop seconded. Vote unanimous. *Five affirmative votes meets the 60% mandate.*

A Budget Committee meeting has been set for February 27, Saturday, at 10 am. Our budget vote and trustee election is scheduled for Thursday, June 9. Public Information Sessions have been scheduled for Monday, May 9, 7 pm, at the Village Branch, and Tuesday, May 10, 7 pm, in the Main Library.

**IX. OLD BUSINESS**

Nothing at this time.

**X. NEW BUSINESS**

Ms. Soto moved to approve the Annual Report for Public and Association Libraries - 2015. Mr. Cobb seconded. Vote unanimous.

Information on 2 programs being offered by RCLS to trustees was distributed, a Trustee Orientation Workshop on May 25, and a Trustee Leadership Workshop on June 8.

The Albert Wisner (Warwick) Public Library was voted the Best Small Library in the United States by the Library Journal. Mr. Freeman moved to send congratulations to the Albert Wisner Public Library. Seconded by the full Board. Vote unanimous.

**XI. ADJOURNMENT**

Ms. Kaiser moved to adjourn the meeting at 7:38 pm. Mr. Cobb seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, March 8, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board