



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, March 14, 2017
(Rescheduled to March 16, 2017)
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.
March 16, 2017 (*rescheduled from March 14, 2017*)

Board Members Present

Richard Freeman
Stephen Cobb
Gail Kaiser
Bernadette Koop
Patricia Soto
Kenneth Balban

Absent

Sonia Burgos Crannage

Staff

Claudia Depkin, Director
Victor Contero, Principal Account Clerk
Cheryl Fellner, Clerk to the Board

I. **CALL TO ORDER**

Mr. Freeman called the meeting to order at 7:34 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

Marty Jacobson attended. Mr. Jacobson attends the Library's "Play-On" program Tuesday mornings, playing Canasta. He stated that while he appreciates the Library changing the start time from 9:30 am to 9 am, he sees no reason why attendees have to vacate the room at

noon. He would like an open-ended finish time. Mr. Freeman stated that a response from the Board would be forthcoming.

IV. COMMUNICATIONS

Card from Grace Riario from RCLS to Mr. Freeman and the Board, thanking everyone for allowing her to speak about library Trustees at the January 10 Board meeting.

V. MINUTES

Ms. Soto moved to accept the Minutes of the February 14, 2017 Board Meeting. Ms. Koop seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. We are expecting the last of our tax monies in April. Line 16 Grants Misc. is low, the line will be adjusted for next year's budget. Line 17 Grants RCLS is very high, where grant monies come from changes from year to year. Lines 20 and 21, Fines Village and Fines Rosman, are low. Line 1430 Librarian I substitute, Line 1433 Librarian I Saturday, Line 1434 Librarian I Sunday, and Line 1474 Info Services Asst. I PT have been adjusted since the previous Profit & Loss Report, salaries had been posted to the wrong lines. Line 1477 Custodial Overtime continues to be high. Line 1610 Audio Media Teens and Line 1611 Audio Media Children are low. Line 1625 Periodicals is high, bills are prepaid. Line 1704 Tech Logic is at 0%, bills may have been posted to Line 1707 Service Contracts. Line 1727 RCLS Membership Fee is at 0%, we are billed in late April / early May. Line 1822 Telephone Main is high, we have received one rebate from Optimum and are waiting for a second. Line 1860 Miscellaneous Fees is high due to an adjustment made by the accountant. Line 1852 Special Programs Teens is low. Ms. Kaiser moved to approve the Profit & Loss Budget vs. Actual July 1, 2016 through March 16, 2017 Report. Mr. Cobb seconded. Vote unanimous.
2. Check #9077 New York Legislative Service is for legal books. Check #9069 Gardner, Tom is for a Celtic music program. Check #9087 Weston Woods Studios is for children's DVDs. Ms. Kaiser moved to accept the Check Warrant February 15, 2017 through March 9, 2017, in the amount of \$39,992.62. Mr. Cobb seconded. Vote unanimous.
3. Check #9091 AASLH is for an annual membership in the American Association for State and Local History. Multiple checks are listed for: Johnson, Burr; Roesemann, Fran; Kanarek, Amy; and Haberman, Sue. These people are presenting multiple programs in the Library. Ms. Kaiser moved to accept the Check Warrant March 10, 2017 through March 16, 2017, in the amount of \$80,241.62. Mr. Balban 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 February 15, 2017 to March 16, 2017. Ms. Soto seconded. Vote unanimous.

To approve the Payroll Warrants for February 15, 2017, March 1, 2017, and March 15, 2017. Mr. Balban seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

Ms. Depkin received one proposal from a prospective accounting firm.

On March 24, starting at 6 pm, we will hold our annual Night of 1,000 Stars in the Village Branch. Trustees interesting in reading should get in touch with Tara Morris.

We will not be able to hold voter registration in the Library as the registration books that we obtain from the school district are no longer being used. Patrons wanting to register will have to do so at the Board of Elections in New City, by May 12. This information will be in the May/June newsletter.

Library Advocacy Day in Albany went well, the Senate reinstated 4 million dollars and added another 4 million. The Assembly did not, the hope is that the two will work together.

The staff meeting on February 10 about active shooters was informative and well-received.

After the snow storm the second level emergency exit door was hard to open, due to snow piled up against the door. We will look for grant money to use for a canopy over the door.

Ms. Soto moved to accept the March 14, 2017 Director's Report. Ms. Koop seconded.

Vote unanimous.

VIII. COMMITTEE REPORTS

Personnel

The Committee met at 6 pm, prior to the Board meeting, to work on the 2017-2018 budget.

Policy

Nothing to report.

Building & Grounds

Nothing to report.

Budget

The Committee met at 6:45 pm, prior to the Board meeting, to work on the 2017-2018 budget. The Committee will next meet on Saturday, April 15, at 10 am.

Budget vote Public Information Sessions will be held at the Village Branch on Monday, May 8, 7 pm, and at the Main Library on Tuesday, May 9, 7 pm.

IX. OLD BUSINESS

Copies of the Annual Report for Public and Association Libraries 2016 were handed out to the Trustees.

The Village Branch is no longer being considered as a location for a film shoot.

X. NEW BUSINESS

The Board will respond to Mr. Jacobson's concerns in a letter from Mr. Freeman.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 8:25 pm. Mr. Balban seconded.
Vote unanimous.

Next regular scheduled meeting Tuesday, April 18, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board