



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, May 21, 2019
Called to order for approval of May 14, 2019 Board Meeting motions
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 & Stephen Cobb, Co-Chairs
 - b. Policy Review – Patricia Soto, Chair
 - c. Building & Grounds – Kenneth Balban & 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 21, 2019

Board Members Present

Richard S. Freeman
Stephen Cobb
Gail Kaiser
Sonia Burgos Crannage

Absent

Kenneth Balban
Bernadette Koop
Patricia Soto

Staff

Claudia Depkin, Director
Nicola McDonald, Asst. Director

I. **CALL TO ORDER**

Mr. Freeman called the meeting to order at 8:48 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

There were no visitors.

IV. **COMMUNICATIONS**

There were no communications.

V. MINUTES

Ms. Burgos Crannage moved to accept the Minutes of the April 9, 2019 Board Meeting. Mr. Cobb seconded. Vote unanimous.

VI. FINANCIAL REPORTS

1. We are 10 $\frac{2}{3}$ months in, and should be approximately 88% expended. Ms. Kaiser moved to approve the Profit & Loss Budget vs. Actual July 1, 2018 through May 14, 2019 Report and the Profit & Loss Previous Year Comparison July 1, 2018 through May 14, 2019 Report. Mr. Cobb seconded. Vote unanimous.
2. Check #11793 Castlemere is children's books. Checks #11839 and #11846 L & S Energy Services are for an energy audit. Checks #11911 and #11913 Trane Service Group are for our service contract and a vent in the Teen Room. Ms. Kaiser moved to accept the Check Warrant April 10, 2019 through May 10, 2019, in the amount of \$196,604.32. Mr. Cobb seconded. Vote unanimous.
3. Ms. Kaiser moved to accept the Check Warrant May 11, 2019 through May 14, 2019, in the amount of \$79,560.36. Ms. Burgos Crannage 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 10, 2019 through May 14, 2019. Mr. Cobb seconded. Vote unanimous.
To approve the Payroll Warrants with the pay dates of April 24 and May 8, 2019. Mr. Cobb seconded. Vote unanimous.

VII. DIRECTOR'S REPORT

Ms. Kaiser moved to accept the May 14, 2019 Director's Report. Ms. Burgos Crannage seconded. Vote unanimous.

VIII. COMMITTEE REPORTS

Personnel

Mr. Cobb moved to accept the resignation of Stephanie Warren, effective April 26, 2019. Ms. Burgos Crannage seconded. Vote unanimous.

Mr. Cobb moved to accept the resignation of Barbara Fleischer, effective May 4, 2019. Ms. Burgos Crannage seconded. Vote unanimous.

Policy

Nothing to report.

Building & Grounds

The patron elevator oil change cost \$8,000.

We will look for grants to use for resolving the septic system problem at the Village Branch.

Budget

The Budget Vote and Trustee Election is June 6.

IX. OLD BUSINESS

Nothing at this time.

X. NEW BUSINESS

Nothing at this time.

XI. ADJOURNMENT

Ms. Kaiser moved to adjourn the meeting at 9:03 pm. Ms. Burgos Crannage seconded.
Vote unanimous.

Next regular scheduled meeting Tuesday, June 11, 2019, 7:30 p.m. at the Main Library.

Submitted by: Claudia Depkin, Library Director