



AGENDA
HAVERSTRAW KING'S DAUGHTERS PUBLIC LIBRARY
Main Library, Garnerville, N. Y.
Tuesday, August 8, 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 – 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.
August 8, 2017

Board Members Present

Richard S. Freeman
Bernadette Koop
Patricia Soto

Absent

Gail Kaiser
Kenneth Balban
Sonia Burgos Crannage
Stephen Cobb

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 7:40 pm.

II. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

III. **RECEPTION OF VISITORS**

There were no visitors.

IV. **COMMUNICATIONS**

Letter from Marylu Perchak of West Haverstraw Elementary to Tara Morris, thanking Tara for

all she and the Library does for the children and families of the school, including “Reading Adventures” nights, attendance at the June Town Hall meeting, and the Summer Reading Club.

V. MINUTES

The Minutes of the July 11, 2017 Board Meeting were reviewed. In the absence of a quorum, a motion to accept the Minutes was not made.

VI. FINANCIAL REPORTS

1. The Profit & Loss Budget vs. Actual July 1, 2017 through August 8, 2017 Report was reviewed. Ms. Depkin has requested from the North Rockland Central School District an advance on our tax monies. The request will be voted on at the School District’s August 22 Board Meeting. As tax monies become available in September, and as the Library’s fiscal year runs July 1 to June 30, we will look into the possibility of changing our fiscal year to a calendar fiscal year, January 1 to December 31. In the absence of a quorum, a motion to accept the Profit & Loss Report was not made.
2. The Check Warrant July 12, 2017 through August 4, 2017 was reviewed. Check #9669 Red Hawk Fire & Security is for the new fire panel. Check #9623 DeLeonardis Electric is for the wiring of the fire panel and carbon monoxide detectors. In the absence of a quorum, a motion to accept the Check Warrant was not made.
3. In the absence of a quorum, and with the approval of Ms. Soto and Ms. Koop, Board President Richard Freeman authorized payment of the Payroll Warrants and the transfer of monies from the TD Bank Sweep Account.

At this time it was agreed that due to the absence of a quorum, the meeting should be adjourned and all items be tabled for the September 12, 2017 Board Meeting.

VII. DIRECTOR’S REPORT

VIII. COMMITTEE REPORTS

- Personnel
- Policy
- Building & Grounds
- Budget

IX. OLD BUSINESS

X. NEW BUSINESS

XI. ADJOURNMENT

Ms. Koop moved to adjourn the meeting at 8:05 pm. Ms. Soto seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, September 12, 2017, 7:30 p.m. at the Main Library.

Submitted by: Cheryl Fellner, Clerk to the Board

**MINUTES
HAVERSTRAW KING’S DAUGHTERS PUBLIC LIBRARY
BOARD MEETING
Main Library, Garnerville, N.Y.
August 8, 2017 - Continued**

Board Members Present

Richard S. Freeman
Bernadette Koop
Patricia Soto
Stephen Cobb

Absent

Gail Kaiser
Kenneth Balban
Sonia Burgos Crannage

Staff

Claudia Depkin, Director

I. CALL TO ORDER

As Mr. Cobb arrived for the meeting, allowing for a quorum, Mr. Freeman reconvened the Board Meeting at 8:25 pm.

II. MINUTES

Ms. Soto moved to accept the Minutes of the July 11, 2017 Board Meeting. Ms. Koop seconded. Vote unanimous.

III. FINANCIAL REPORTS

1. Ms. Koop moved to approve the Profit & Loss Budget vs. Actual July 1, 2017 through August 8, 2017 Report. Mr. Cobb seconded. Vote unanimous.

2. Ms. Koop moved to accept the Check Warrant July 12, 2017 through August 4, 2017, in the amount of \$115,243.45. Ms. Soto seconded. Vote unanimous.
3. Mr. Cobb moved to accept the Check Warrant August 5, 2017 through August 8, 2017, in the amount of \$7,970.18. Ms. Koop seconded. Vote unanimous.
4. Ms. Soto moved to accept the following Resolution: to approve the attached list of transfers made from TD Bank Sweep Account from July 12, 2017 through August 8, 2017. Ms. Koop seconded. Vote unanimous.
5. Mr. Cobb moved to accept the following Resolution: to approve the Payroll Warrants with the pay dates of July 19, 2017 and August 2, 2017. Ms. Koop seconded. Vote unanimous.

IV. DIRECTOR'S REPORT

Mr. Cobb moved to accept the August 8, 2017 Director's Report. Ms. Koop seconded. Vote unanimous.

V. COMMITTEE REPORTS

Personnel

Mr. Cobb moved to appoint Casey Conlin to the position of Assistant Library Director III full time, effective August 16, 2017. Ms. Soto seconded. Vote unanimous.

Mr. Cobb moved to appoint Carolina Abreu to the position of Clerk Typist / Spanish Speaking full time, effective October 2, 2017. Ms. Koop seconded. Vote unanimous.

Mr. Cobb moved to appoint Jephthe Ferdilus to the position of Clerk Typist substitute, effective August 16, 2017. Ms. Soto seconded. Vote unanimous.

Mr. Cobb moved to appoint Aaron Green to the position of Page part time, effective August 16, 2017. Ms. Koop seconded. Vote unanimous.

Mr. Cobb moved to appoint Gina Lungen to the position of Clerk Typist part time, effective August 16, 2017. Ms. Soto seconded. Vote unanimous.

Mr. Cobb moved to appoint Sajan Thomas to the position of Clerk Typist part time, effective August 16, 2017. Ms. Soto seconded. Vote unanimous.

Policy

The Committee will meet on September 12, 2017, at 7 pm, prior to the Board Meeting.

Building & Grounds

The Chair Factory property was discussed.

Budget

Nothing to report.

VI. OLD BUSINESS

Mr. Cobb will introduce Ms. Depkin to Karen Weaver's family to decide on a date for the room dedication, possibly in December.

VII. NEW BUSINESS

Ms. Koop moved a second nomination for Roslyn Applebaum Hurwitz for the position of Trustee on the RCLS Board of Trustees, representing Rockland County. Ms. Cobb seconded. Vote unanimous.

Ms. Soto moved a second nomination for Eleanor Kassner for the position of Trustee on the RCLS Board of Trustees, representing Rockland County. Mr. Cobb seconded. Vote unanimous.

VIII. ADJOURNMENT

Ms. Koop moved to adjourn the meeting at 8:39 pm. Ms. Soto seconded. Vote unanimous.

Next regular scheduled meeting Tuesday, September 12, 2017, 7:30 pm, at the Main Library.

Submitted by: Claudia Depkin, Library Director