

A meeting of the Board of Trustees of the Moffat Library of Washingtonville was held on Thursday, January 23, 2014 at 7:00 p.m. at the temporary location for the Moffat Library, 3348 Rt. 208, Campbell Hall, NY 10916.

Present: Dennis Barnett, Jim Casazza, Chris Fox, Linda Kean, Barbara Koller, Brenda Koza, Ruth Manyin, Carol McCrossen, Luis Rivera, Shelley Silberlicht, Jeanne Versweyveld

Absent: Matt Davis, Victoria Drake, Michele Murphy

The meeting was called to order at 7:08 p.m.

FRIENDS' REPORT:

Cindy Heintz reported for The Friends. Starting Authors' Luncheon. Authors will be Jon Bowermaster and Steve Hamilton. Looking for ads. April 6th - \$35/person. Holiday Open House was well received. No report on how much the baskets produced. Shelley offered to give Entertainment Books, if any are left, for door prizes.

REVIEW OF MINUTES:

Motion by Jim Casazza to accept the minutes of the October November 21st meeting, Linda Kean seconded.

SECRETARY'S REPORT:

No report.

DIRECTOR'S REPORT:

- Programs will increase for adults.
- Programs can be reserved either online or by calling.
- Holiday Trail was small but successful. Packets for children were given out as well.
- Chamber of Commerce Breakfast – about 25 people attended. Carol gave an update on programming and an update on the Moffat.
- The Orange County Post article was published on the library and Carol handed them out.
- December 8th Volunteer of the Year Award to Mary Ann Marrero went well.
- Need for website personnel was discussed.
- Motion to hire David Maloney for up to 20 hours to update the website.
- Carol met with Health Care people, increasing by 13%

TREASURER'S REPORT:

- Luis reviewed the budget.
- Linda Kean motioned to accept, Jeanne Versweyveld seconded.

BUILDING COMMITTEE

- Meeting with Alan Burger – Library Consultant
- Dates for workshops with Alan Burger – by Paul Mays –
 - Thursday night, March 6th, 7:00-8:30 pm
 - Saturday, March 8th, 10:00 am – 12:00 pm
 - Friday, March 7th – Meeting Representative – NYS Energy Resource Dev. Agency

6 West Main Building

- **P/R** – surveys are being done now on the library and 2 lots and village parking lot.
- **Tax status of new acquisitions** – Jim Casazza delivered the Assessor a letter to request the properties of Wontz and Gannon to combine with the library to make them tax free.
- **Authorization to submit legislation for Dormitory Authority financing** – Jim Casazza asked David Gubitza to submit the legislation. Mr. Larkin and Mr. Skoufis are representing.
- **Snow Removal** – being done by Stanback Const.

Campbell Hall Building

- **Security** – An alarm system was purchased for \$1500 and will be installed shortly. ADT was selected after 5 bids, \$40/month after.

SUBCOMMITTEE/PLANNING REPORTS

- **Personnel Committee** –
 - Met 6 weeks ago and developed a proposed staff schedule for 2015.
 - Payroll budget of \$466,000 was presented.
 - Barbara Koller motioned to accept the personnel budget of \$466,000. Brenda Koza seconded.
- **Finance Committee**
 - Met and worked on a proposed budget for 2014.
 - Shelley Silberlicht motioned to accept the \$1,149,123 budget, Jim Casazza seconded.
- **Cell Phone Policy**
 - Tabled
- **Employee Computer Use & Social Media Policy**
 - Tabled

UNFINISHED BUSINESS:

- **Board Officers Slate – Discussion**

- Discussion ensued regarding the timing of when they needed to be presented. The By-Laws will be followed.

NEW BUSINESS:

- Tax Cap Resolution
 - Jim Casazza motioned to accept tax cap, Linda Kean seconded.

NY RISING COMMITTEE:

Ruth gave an update on NY Rising Committee. She continues to represent the library for funding.

POLICY REVIEW:

- A) **Grounds Policy**
 - Nothing reported.
- B) **Professional Development Policy**
 - Nothing reported.

ROUNDTABLE DISCUSSION

No activity

Linda Kean motioned to adjourn the meeting at 9:12 p.m. Shelley Silberlicht seconded.