

A meeting of the Board of Trustees of the Moffat Library of Washingtonville was held on Thursday, April 24, 2014 at 7:00 p.m. at the temporary location for the Moffat Library, 3348 Rt. 208, Campbell Hall, NY 10916.

**Present:** Jim Casazza, Victoria Drake, Chris Fox, Linda Kean, Ruth Manyin, Carol McCrossen, Luis Rivera, Shelley Silberlicht, Jeanne Versweyveld

**Absent:** Dennis Barnett, Matt Davis, Barbara Koller, Brenda Koza, Michele Murphy,

The meeting was called to order at 7:05 p.m.

**FRIENDS' REPORT:**

Mary Ann Marrero reported for the Friends. The Authors' Luncheon had 71 people in attendance. There are 67 actual memberships but close to 90 as some are couples. Beautification Committee worked at the Moffat Library taking down the burlap. The Friends are sponsoring a Little League baseball team. The Art Show for the teens was successful.

**REVIEW OF MINUTES:**

Motion by Jim Casazza to accept the minutes of the March meeting, Jeanne Versweyveld seconded.

**SECRETARY'S REPORT:**

No report.

**DIRECTOR'S REPORT:**

- A lot of programs have happened this past month. Over 350 participants in the children's program.
- The Teen Art Show was a success.
- New clubs have been formed, e.g., Bridge Club.
- Afternoon programs for retirees have been offered recently.
- Spanish language offering is being looked into.
- New courses for staff in the fall, about 3 will attend. Carol finished her latest college course.
- Carol is working on an employee handbook.
- RCLS reported on Trustee workshops.
- Financial workshop was attended by Luis, Jeanne, and Carol.
- Carol stated that she has been attending the Chamber meetings.

**TREASURER'S REPORT:**

- Luis reported on the meeting with the auditors to complete the paperwork on the audit.
- Jim Casazza motioned to accept the treasurer's report, Linda Kean seconded.

**BUILDING COMMITTEE**

- There are a couple of meetings scheduled:
  - DASNY vs. School District Board.
  - Meeting with Paul Mays to work on the design issues.
  - NYSEDA grant was completed.

- Grant for construction grant was worked on for the demolition of the 2 buildings.
- DASNY Bill #7066 Senate Bill – has been sent to Committee and is in the works.
- Closing on 18-20 W. Main Street was held on April 7<sup>th</sup>.
- Documents were given to Carol for filing.
- A resolution to combine 5 parcels into one (two parking lots – 2 parcels of land (houses) and Moffat).
- Demolition should happen soon.
- A letter from the FOML was presented for draft to the Trustees.

### **6 West Main Building**

- Lawn maintenance for the property. Jim asked for Spring clean-up, mowing, and fall clean-up.
- One response was received from 5 prospects.
- Standback General Contractors gave estimates.
- Jeanne Versweyveld motioned to authorize Jim Casazza to contract for the services of Standback for no more than \$2300 max. Linda Kean seconded.

### **Campbell Hall Building (Temporary Building)**

- No more fire alarms, building is good.

### **UNFINISHED BUSINESS:**

- A. FYE13 Audit: None
- B. Architect contract: Received and signed this week by Dennis.
- C. 2014 Volunteer of the Year Award (Linda/Brenda): Discussion ensued for a future candidate.

### **NEW BUSINESS:**

- A. Proposed FY15 Budget Review: Reviewed budget – no public attendance.

### **MARKETING COMMITTEE:**

- No report

### **NY RISING COMMITTEE:**

- No report

### **POLICY REVIEW:**

- **Personnel Committee –**
  - No report
- **Workplace Violence Policy**
  - No report
- **Cell Phone Policy**
  - No report

- **Employee Computer Use & Social Media Policy**
  - No report
  
- **Library & Grounds Use Policy**
  - Tabled
  
- **Professional Development Policy**
  - Tabled

**ROUNDTABLE DISCUSSION**

No activity

Linda Kean motioned to adjourn the meeting at 8:55 p.m. Shelley Silberlicht seconded.