

A Meeting of the Moffat Library of Washingtonville Board of Trustees was held on Thursday, July 23, 2015 at 7:00 p.m. at the Moffat Library of Washingtonville, 3348 Route 208, Campbell Hall, New York 10916.

**PRESENT**

President, Dennis Barnett, Carol McCrossen, Director, Beth Fitzpatrick, James Casazza, Barbara Koller, Matt Davis, Nancy Schneider, Luis Rivera, Jeanne Versweyveld Ruth Manyin, Michelle Murphy, Trustees, Maryann Marreo, Friends

**ABSENT**

Victoria Drake, Christine Fox and Linda Kean

**I.** The meeting of the Board of Trustees was convened at 7:05 p.m.

**II. FRIENDS REPORT – Maryann Marreo**

- A. ONE THOUSAND NINE HUNDRED DOLLARS & 00/100 (\$1,900.00)** donation made to the library from the proceeds of the Author's Luncheon, which brings the donation to the building fund to the **FIVE THOUSAND DOLLARS & 00/100 (\$5,000.00)** that had been pledged by Friends.
- B.** August 26, 2015 meeting to plan the Author's Luncheon for next year at 5:15 p.m.
- C.** September 1, 2015 membership drives commencing.
- D.** October 21, 2015 annual meeting at 6:45 p.m. Program at 7:15 p.m. by Anthony Musso, music of the fifties and sixties.

**III. DISPOSITION OF MINUTES FROM THE JUNE 22, 2015 MEETING**

- A.** Cindy Heintz, Friends Liaison not listed as present, although her report was included.

**Motion by Jeanne Versweyveld, Seconded by Michelle Murphy, unanimously accepted**

**IV. FISCAL OFFICER'S REPORT**

- A.** Nancy Schneider will meet with Luis Rivera to verify all account information.
- B.** Profit and Loss Statement has incorrect entry for rent since rent and utilities are paid together will be reallocated correctly.
- C.** Current year budget shows architectural fees are paid under heading of contract services.
- D.** Chase Bank account of new signors, Christine Fox, Dennis Barnett, Barbara Koller and Nancy Schneider. They must all meet together at Chase Bank.

**Motion made by Michelle Murphy, seconded by Ruth Manyin, unanimously accepted.**

## V. DIRECTOR'S REPORT

- A. See attached
- B. Tax freeze filing. We are under cap for this year, but could be over if bonds issued in fiscal year 2016, so we were advised to keep the filing in place.

## VI. ADHOC COMMITTEE REPORT

- A. Temporary location- **No report.**
- B. 6 West Main Street building – Following items discussed.
  - 1. Temporary fence around trash receptacle to be removed and donated.
  - 2. Asbestos has been removed from both buildings, awaiting clear air report.
  - 3. Contact made with Frontier concerning possible relocation of pole.
  - 4. Deed from Village for donation of small parking lot has been received and processed.
  - 5. Contact made with adjacent property owner to maintain good relations.
- C. **6 West Main Street Building Committee Report**
  - 1. Possible projects for DLD Grants: a) Generators, b) millwork, c) fire protection d) entrance railings
  - 2. Consultant for technology – Reviewed proposal from Carson Block. Committee has decided to have director work up a draft report and possible seek input Carson Block.
  - 3. Some discrepancy as to whether or not we need a letter from bond attorney for DLD Grants. The matter has apparently been resolved with the determination that we do not need any such letter.
  - 4. Cash flow analysis has been presented by the architects. Building Committee will have to meet and determine the correct timing for placement of bond.
- D. **6 West Main Street Building Project Fundraising Committee Report**  
**NO REPORT**
- E. **Volunteer of the Year Committee Report.**  
**NO REPORT**

**VII STANDING COMMITTEE REPORT**

**A. Personnel Committee Report**

**NO REPORT** – September, 2015 Meeting to be scheduled.

**B. Audit and Finance Committee Report**

**NO REPORT**

**C. Fundraising Committee Report**

**NO REPORT**

**D. Operational/Programs Committee Report**

**NO REPORT**

**E. Public Relations/Marketing Committee Report**

**NO REPORT**

**VIII. UNFINISHED BUSINESS**

**NO REPORT**

**IX. NEW BUSINESS**

**A. UNATTENDED CHILDREN’S POLICY**

1. Review of potential policy. Questions included as to whether there should be an age limit. Wording change to the word “Patron”.

**Motion made by Matt Davis, seconded by Jeanne Versweyeld , unanimously accepted.**

**B. CHILDREN’S PROGRAM POLICY**

1. “Occasionally removed some small grammatical changes”

**Motion made by James Casazza, seconded by Matt Davis, unanimously accepted.**

**C. RCLS Construction Assurance Resolution**

1. **SEE ATTACHED**

**Motion made by James Casazza, seconded by Ruth Manyin, unanimously accepted.**

**D. ADHOC COMMITTEE REORGANIZATION**

1. Temporary location. Nancy Schneider substituted for Shelley Silberlicht and Beth Fitzpatrick added to Volunteer of the Year Award Committee.

## **E. STANDING COMMITTEE REORGANIZATION**

### **PERSONNEL**

1. Ruth Manyin and Jeanne Versweyveld removed.

### **AUDIT AND FINANCE**

1. Matt Davis added and Nancy Schneider replaces Shelley Silberlicht.

### **FUNDRAISING LIAISON TO FRIEND'S COMMITTEE**

1. Beth Fitzpatrick substituted for Matt Davis, Ruth Manyin added.

### **OPERATIONAL PROGRAMS COMMITTEE**

1. Nancy Schneider to committee

### **PUBLIC RELATIONS MARKETING**

1. Shelley Silberlicht removed

### **NOMINATING**

1. Discussion of having Nominating Committee meet two (2) months prior to the election which will require by-laws change.

## **ADJOURNMENT**

Motion to adjourn was made by Jeanne Versweyveld, seconded by Nancy Schneider, unanimously accepted at 9:07 p.m.