

A meeting of the Board of Trustees of the Moffat Library of Washingtonville was held on Thursday, June 22, 2015 at 7:00 p.m. at the temporary location for the Moffat Library, 3348 Rt. 208, Campbell Hall, NY 10916.

Present: Dennis Barnett, Matt Davis, Victoria Drake, Chris Fox, Barbara Koller, Carol McCrossen, Luis Rivera, Nancy Schneider, Shelley Silberlicht, Jeanne Versweyveld

Absent: Jim Casazza, Linda Kean, Ruth Manyin, Michele Murphy

The meeting was called to order at 7:00 p.m.

FRIENDS' REPORT:

- Cindy Heintz reported for The Friends.
- Staff Appreciation Breakfast was held.
- A final check from the Authors' Luncheon will be given shortly.
- Next month The Friends will meet with Luis Rivera on the 501C3.

REVIEW OF MINUTES:

Motion by Jeanne Versweyveld to accept the minutes, Nancy Schneider seconded.

SECRETARY'S REPORT:

No report.

FISCAL OFFICER'S REPORT:

- Luis Rivera and Shelley Silberlicht will meet to redistribute some monies – transfer of some assets to the Capital Fund.
- A fiscal audit will be done shortly by a contracted firm.
- Matt Davis motioned to accept report, Victoria Drake seconded.

DIRECTOR'S REPORT:

- See Attached.

TREASURER'S REPORT:

- No report

BUILDING COMMITTEE

6 West Main Building Maintenance Report

- Circulation desk and shelving was taken by Sloatsburg.
- Resolution – to approve a change order from Standback for additional remediation work not to exceed \$10,000. Matt Davis approved, Barbara Koller seconded.
- Resolution – To spend \$16,000 for additional work and remediation to Standback. Matt Davis approved, Victoria Drake seconded.

Campbell Hall Building (Temporary Building)

- The sewage issue has been resolved.

FUNDRAISING COMMITTEE

- Discussion regarding grand funding opportunities will be maximizing.
- June 10th meeting – A packet was mailed to 27 potential large donors.
- Support of the windows and naming opportunities were the focus.
- A tax deduction form was included.
- A phone call will be followed up by the Committee.
- Alumni of Washingtonville schools and library patrons were tapped.

VOLUNTEER OF THE YEAR COMMITTEE

- June 4th was the date for the Volunteer of the Year. It was held at The Caldwell House. The event was well attended and well received. Awards were given to Scott Greene and Bernie Mullady.

UNFINISHED BUSINESS:

- No report.

POLICY REVIEW:

- No report.

NEW BUSINESS:

- The Board accepts Shelley Silberlicht's resignation as of June 30th. Jeanne Versweyveld accepted the resignation on June 30th regretfully.
- Nancy Schneider motioned to have Chris Fox accept the seat, Jeanne Versweyveld seconded.

ELECTION OF OFFICERS:

- Shelley Silbertlicht motioned to accept the slate of officers as listed below. Matt Davis seconded.

Dennis Barnett – President

Luis Rivera – Vice-President

Nancy Schneider – Fiscal Officer

Chris Fox - Secretary

- By-laws discussion regarding the time of the Slate of Officers was reviewed.
- The by-law will be reviewed by the Committee to change the dates from the 1st meeting of the New Year instead of the last meeting of the year.
- A discussion ensued regarding attendance of Board Members. The policy Committee will review the by-laws.
- Shelley was thanked for her services.

MARKETING COMMITTEE:

- No report

ROUNDTABLE DISCUSSION:

- No report

PERSONNEL COMMITTEE:

- No report

FINANCE COMMITTEE:

- No report.

Matt Davis motioned to adjourn the meeting at 8:48 p.m. Jeanne Versweyveld seconded.

DIRECTOR'S REPORT
06/25/15 BOARD MEETING

STAFF:

1. Re-hired Diego Gonzalez as part-time Page for the summer.
2. New accounting clerk, Maria Soltis, started on 6/8/15. Progressing nicely.
3. Matt Thorenz attended a conference on 6/18-6/19 and presented a paper on "African American Soldiers at New Windsor Cantonment," which was published in this quarter's *Hudson River Valley Review* journal.

DIRECTOR UPDATES:

1. Director attended a Building Committee meeting on 5/17/15
2. Director attended Blooming Grove/Washingtonville Chamber of Commerce meeting on 5/19/15
3. Director met with Matthew Casey and his father about a possible Eagle Scout project for the library on 5/19/15
4. Director met with Board member Ruth Manyin to discuss technology grants and needs on 5/19 & 6/4
5. Director met with Jodi Goldberg on 5/21/15 regarding volunteer position in the fall at the library for her autistic daughter
6. Director met with Luis Rivera on 6/9/15 to go over and complete the NYS Tax Cap filing for 2014 & 2015
7. Director attended a Fundraising Committee meeting on 6/10/15
8. Director held a Staff meeting on 6/12/15
9. Director met and coordinated for Annmarie McAneny from Sloatsburg Library to pick up circulation desk and shelving units from 6 West Main building on 6/16/15 (Will be returning for additional shelving in a couple of weeks)
10. Director held a trustee orientation on 6/17/15 for new Trustee, Beth Fitzpatrick
11. Director attended a Building Committee meeting on 6/17/15
12. Director held a trustee orientation on 6/25/15 for Nancy Schneider
13. Director attended Construction grant workshop on 6/18/15 at RCLS
14. Director attended workshop (with Board member Jeanne Versweyeld) on the NYS Regional Economic Development Council's Consolidated Funding Application on 6/23/15
15. Director is in process of canvassing for administrative assistant position. Expect to make hire in late July-August
16. Director doing Annual reviews for all staff members during the first 2 weeks in July 2015
17. Director submitting staff salary changes to OC Civil Service on 6/29/15

SPRING 2015 PROGRAMS:

- May 2015 Program Statistics: 21 programs were presented (12 childrens, teens & family and 9 adult programs) with 404 attendees.

- May 2015 Circulation Statistics: 2258 juvenile & teen print items circulated (as compared to 2559 in May 2014); 1455 adult print items circulated (as opposed to 1536 in May 2014); 490 juvenile & teen AV items circulated (as opposed to 581 in May 2014); 1841 adult AV items circulated (as opposed to 2232 in May 2014); 3577 eBooks circulated.
- Summer Reading Program starting the week of June 29, 2015. We have 45 teen volunteers helping out during the program

Respectfully submitted,
Carol McCrossen, Director