

Moffat Library Board of Trustees
Board Meeting Minutes
August 31, 2017 at 7 PM at the Moffat Library

Present: Trustees – Dennis Barnett, Luis Rivera, Victoria Drake, Beth Fitzpatrick, Ruth Maynin, Barbara Koller, Chris Fox, Jeanne Versweyveld, James Casazza, Matt Davis. Director – Carol McCrossen. Friends Liaison – Sue Anne Vogelsberg.
Absent – Nancy Schneider

- I. Call to order – 7:10 pm**
- II. Pledge of Allegiance - Recited**
- III. Public Comments (on agenda items only) – None**
- IV. Building Project Report (P. Lyons / J. Amend/ S. Rowlan) – Issues discussed including Carriage House, Hydro seed planted on lawns, trim painting, landscaping done, electrical inspection, cleaning, Auto Zone egress issue - sidewalks and exits. Awaiting temporary CO – Not issued until Inspectors, DOT engineer and Village engineer, submit final sign offs – hopefully within the next week.**
- V. Friends Report (S. Vogelsberg) – Reported**
 - FOML Board Meeting – 9/26/17
 - Author’s Luncheon – All set.
 - Annual Meeting – 10/18/17
 - Holiday Baskets – Meeting 9/7/17 – Fundraiser 11/19 - 12/17
 - Holiday Story Hour – Sunday 12/3/17
 - Membership Drive – October 17-18 Year
 - Breakfast 11/18/17
 - Friends Board Meeting – 11/28/17
 - FOML selling signs and T-Shirts – 9/9/17
- VI. Disposition of 7/27/17 Minutes – Motion to Accept Minutes: Jeannne Versweyveld. Seconded: Barbara Koller. 10-Yes 0-No Minutes Approved.**
- VII. Fiscal Officer’s Report (N. Schneider)**
 - A. MOTION # 1-083117 – “To accept the Fiscal Officer’s Report for 8/31/17 as submitted.” Motion made by Jeanne Versweyveld Seconded: Barbara Koller 10-Yes 0-No. Motion Approved.
 - B. MOTION # 2-083117 – “To approve the 8/31/17 warrant for Operating Expenses in the amount of \$66,369.07.” Motion made by Luis Rivera. Seconded: Victoria Drake. 10-Yes 0-No. Motion Approved.

- C. MOTION # 3-083117 – “To approve the 8/31/17 warrant for 6 W Main Building Soft Cost Expenses in the amount of \$501,938.78.” Motion Made by Luis Rivera. Seconded: Jeanne Versweyveld. 10-Yes 0-No. Motion Approved.
- D. MOTION # 4-083117 – “To approve the 8/31/17 warrant for 6 W Main Building hard cost expenses in the amount of \$269,122.87.” Motion made by Luis Rivera Seconded: Jeanne Versweyveld. 10-Yes 0-No. Motion Approved.

VIII. Director's Report (C. McCrossen) No Written Report. Gave an update on Move and Grand Reopening activities.

IX. Standing Committee Reports

- A. **Personnel Committee Report** (B. Koller)- No Report
- B. **Audit & Finance Committee Report** (N. Schneider) - Tabled
- C. **Operational / Policies Committee Report** (N. Schneider) - Tabled
- D. **Public Relations/Marketing Committee Report** (J. Versweyveld) - See Ad hoc Committee Reports for details.

X. Ad hoc Committee Reports

- A. **6 W Main Building Committee Report** (C. Fox / R. Manyin)- Issues discussed: Fencing, Landscaping, Sprinkler, Shrubbery. \$2500.00 donation from AutoZone. Woodcock Auto donated powder-coated andirons.
- B. **6 W Main Building Project Fundraising Committee Report** (J. Versweyveld) – Fish donation in memory of Charlotte Bielski in the amount of \$500.00. Well Foundation check arrived - \$2,00.00. Discussion of designation of donors, plaque designation and teak benches.
- C. **6 W Main Building Celebration Committee Report** (J. Versweyveld) – Proof of Journal - corrections done. Donations listed in journal. 85 tickets sold to Gala. Kevin Hawkins – unable to raise flag – ROTC will have honors.

XI. Unfinished Business -

- Discussed the need for hiring of a handyman in the new building.

XII. New Business

- A. RESOLUTION #1-083117: Be it resolved that: The FYE18 NYS Division of Library Development Library Construction grant application and accompanying documents for a public library construction grant to be administered in accordance with the requirements of Education Law section 273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner’s Regulations section 90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance letter have been accepted by the Board of Trustees of the

Moffat Library of Washingtonville. Motion made by James Casazza. Seconded: Ruth Maynin. 10-Yes 0-No. Motion Approved

XIII. Public Comments (on any non-agenda items) – None

XIV. Roundtable Discussion –

- Luis Rivera attended Seminar in Bethpage, Long Island on Policies and Procedures - Cyber Security.
- Legislative Breakfast – 9/15/17
- Jeanne Versweyveld – Fall Decorating – Lampposts in the village
- Dennis Barnett mentioned the possibility of a Coffee Shoppe.
- Carol McCrossen – Newsletter will be printed next week.
- Jim Casazza – updated events of Organ Recital on 9/17/17- Program, history of church and organ gift.
- Fiscal Audit – 6/30/2018

XV. Adjournment: James Casazza Motioned to adjourn the meeting. Seconded by Chris Fox. 10-0 Yes. Motion Approved. Meeting adjourned at 9:00 PM .

Respectfully Submitted,
Beth Fitzpatrick, Secretary
Moffat Library Board of Trustees.