

**Moffat Library Board of Trustees**

**Board Meeting Minutes**

**October 26, 2017 at Library 6 West Main**

**Present: TRUSTEES: Dennis Barnett, James Casazza, Matt Davis, Victoria Drake, Ruth Manyin, Luis Rivera, Nancy Schneider, Jeanne Versweyveld.**

**Absent: Beth Fitzpatrick, Chris Fox, Barbara Koller**

**Director: Carol McCrossen**

**Friends Liaison: Sue Anne Vogelsberg**

- I. Call to order 7:02 PM
- II. Pledge of Allegiance recited
- III. Public Comments: None
- IV. Friends report
  - a) Annual meeting held Oct 18. Kevin Morgan of Chapman Glass was speaker.
  - b) 55 members but tally not complete
  - c) Holiday Baskets Nov. 20 to Dec. 17
  - d) Book store being organized. Opening Nov. 2 three days as follows Tues. and Sat. 10-2 Thurs. 3-8 two friends per 2hr shift.
- V. Disposition 9/28/17 minutes: Tabled
- VI. Fiscal Officers report:
  - a) Celebration money-Now separately disclosed.
  - b) Interest on BAN not shown.
  - c) Extra \$300,000. In debt service account- suggestion to show total funds and three columns operating-debt-other.

d) rent at 208 site to end Nov 30.

e) Utility cost/ electric and phone lines discussed.

MOTION to ACCEPT REPORT: Made by Ruth Manyin,  
Second by Luis Rivera Approved– Yes 7 No 1 (James Casazza)

MOTION to APPROVE OPERATING WARRANT  
\$180,558.35: Made by Jeanne Versweyveld, Second by Victoria Drake  
Approved- YES 8 No 0

MOTION to APPROVE SOFT COST WARRANT \$84,986.28:  
Made by Jeanne Versweyveld, Second by Ruth Manyin Approved Yes 8  
No 0

#### VII. Directors Report:

- a) Eagle ceremony for Matt Casey. Project was History of Moffat Library.
- b) Staff needs two Librarians and two clerks all part time.
- c) Temp speed bump in drive-thru, awaiting signage.
- d) Conduct of visitors improving.
- e) @1500 new cards issued since relocation.
- f) Sidewalks being repaired.
- g) Audit expected early November.
- h) Using current policy for room use.
- i) Issues with door locks being pursued.

#### VIII. Standing Committee Reports

- A. Personnel Committee (B. Koller) No report
- B. Audit & Finance (N. Schneider) Audit draft early Nov.
- C. Operational/ Policies (N Schneider) Will review facilities use, ground, sign on lawns.

D. Public Relations/ Marketing (J. Versweyveld) No report

## IX. Ad Hoc Committee Reports

A. Building Committee (Fox/ Manyin) meeting Oct 25, discussed

- a) clock and Beltcher window lights
- b) lawn improvement/ mulch
- c) planting for Spring '18 on West side of lot
- d) plan for E. Howard clock works
- e) digital screens for donors/ programs

B. Project Fundraising Committee (J. Versweyveld) Donation of \$500.00 from FISH in Memory Charlotte Bielski.

B. Celebration Committee (J. Versweyveld) \$6,700 balance, perhaps an event for D. Moffat on Library anniversary 4-25.

X. Unfinished Business: Standing committee appointments not yet done.

## XI. New Business

- a) Time capsule-- public input?
- b) Christmas parade Dec 2. How will Library participate?
- c) Legal representation for Library

## XIII. Roundtable Discussion:

- a) C. McCrossen radio program (Serious Moonlight Sonata – WFMU.org or 91.9/90.1) renewed. Congratulations!!
- b) Director McCrossen to be honored with award at NYLA
- c) Ruth Manyin, Kelly Lynch Maloney, Mary Ann Marrero, Christine Frisbee to present on Authors luncheon and Friends get out the vote campaign at NYLA conference

d) Ruth Manyin raised issue of staff name tags

XIV. Motion to Adjourn made by Matt Davis, second by Nancy Schneider approve YES 8 No 0 at 9:12