

Moffat Library Board of Trustees
DRAFT
Board Meeting Agenda
7/26/18 at 7 PM at the Moffat Library

Present: Trustees: Jim Casazza, Michael Frisbee, Robert Borrebach, Dennis Barnett, Victoria Drake, Ruth Manyin, Chris Fox. Director, Carol McCrossen and Friends Liaison, Sue Anne Vogelsberg.

Absent: Trustees: Barbara Koller, Beth Fitzpatrick, Jeanne Versweyveld, and Luis Rivera.

I. Call to order

Meeting called to order at 7:03

II. Pledge of Allegiance

III. Public Comments (on agenda items only) – if necessary (Limited to 2 minutes/person)

No Comments

IV. Oath of Office - Swearing In of new trustees, Michael Frisbee, Robert Borrebach. Jeanne Versweyveld was absent.

V. Friends Report (S. Vogelsberg)

* FOML is 94 families strong.

* RCLS Breakfast and Annual Meeting will be held on September 14th.

* A By-laws Committee was formed and by laws will be reviewed. They will then go to the Friends Board for approval and after approval, presented to the membership at the Annual Meeting on October 24, 2018.

* At the Friends Board meeting on 7/24, future fund-raising events were discussed. (e.g. Library Totes)

* Meet the Author's Luncheon will be on April 7th, 2019.

* Friends will continue with the Holiday Baskets.

* There was some interest generated in bus trips as a fund raiser.

* The Book Bag event held on July 1st was very successful.

* The Friends placed a general ad along with other community and business organizations for a Fund-Raising Placemat.

* The Friends also placed an ad in the O.C. Post for Memorial Day.

* The Friend's Book Store has been successful and they are considering another book case.

* Policy discussion will take place in August.

* Friends reported that the Library staff has asked them to help out with some events.

VI. Disposition of Minutes (B. Fitzpatrick) – 6/28/18

Jim Casazza motioned to table the approval due to secretary's absence.

2nd by Ruth Manyin 7 – Yes 0 – No

- **Fiscal Officer's Report (L. Rivera)**
 Jim Casazza motioned to table the Fiscal Officer's Report (due to absence), but adopt Motions B and C. Victoria Drake 2nd. 7 – Yes 0 – No
 - A. **MOTION # 1-072618** – “To accept the Fiscal Officer's Report for the period ending 7/26/18 as submitted”
 Tabled
 - B. **MOTION # 2-072618** – “To approve the **Operating Expenses** warrant for the period of **6/28/18-7/26/18** in the amount of \$77,879.69.”

 Jim Casazza Motioned to accept
 Victoria Drake 2nd 7- Yes 0 – No
 - C. **MOTION # 3-072618** – “To approve the warrant **for Carriage House Building Construction Soft Cost Expenses** for the period of **6/28/18-7/26/18** in the amount of \$8025.30.”

 Jim Casazza Motioned to accept
 Michael Frisbee 2nd 7 – Yes 0 – No

VI. Director's Report (C. McCrossen)
 See attached

VII. Standing Committee Reports

- A. **Personnel Committee Report (B. Koller)**
 No Report
- B. **Audit & Finance Committee Report (L. Rivera)**
 No Report
- C. **Operational / Policies Committee Report (New Chair)**
 No Report

VIII. Ad hoc Committee Reports

- A. **6 W Main Building Committee Report (C. Fox / R. Manyin, Jim Casazza)**
 Jim Casazza reported on the Carriage House status with the Zoning Board. The Library has formally withdrawn the original application and will submit new plans, drawn up by Meghan without the bathroom that will show the space is suitable for storage purposes. At this point in time no revised plans have been received by the Zoning Board. Jim will continue to pursue with Project Manager and Meghan.

IX. Unfinished Business

- A. **Legal Representation**
 Perspective attorneys will be asked to attend the October meeting to present to the Board.
- B. **FYE19 Board Meeting Dates**
 The dates for the regularly scheduled Board Meetings will now be held on the first Thursday of every month beginning September 6, 2018. An email will be sent by

Carol (or staff) with the new dates to board members and these dates will need to be approved at the next board meeting.

MOTION #4-072618: "To approve the FYE19 Board Meeting Schedule as presented/amended."

Tabled

- C. Dennis Barnett stated that the Board will hold the officer elections at the next meeting to ensure that the by-laws were followed.

X. New Business

- A. Carol announced that Matt had received a \$500.00 grant from the Historical Miniatures Gaming Society and the last of the building grants in the sum of \$16,000.00 for the HVAC System was received.

XI. Public Comments (on any non-agenda items) – if necessary (Limited to 2 minutes/person)

Sue Anne Vogelsberg expressed concern over the Library's legal representation hiring process and the need to expedite this process in order to avoid political conflict of interest within the community. She also suggested that the Friends and the Board of Trustees have a social gathering, perhaps at the December meeting.

XII. Roundtable Discussion

XIII. Adjournment

Ruth Manyin Motioned to Adjourn at 8:30

Jim Casazza 2nd

7 – Yes 0 - No