

**Moffat Library Board of Trustees
Board Meeting Minutes
10/3/19**

**Present: Trustees: Dennis Barnett, Beth Fitzpatrick, Victoria Drake, Ruth Manyin, James Casazza, Robert Borrebach, Jeanne Versweyveld
Director: Carol McCrossen.
FOML Rep: Mary Ann Marrero
Absent: Barbara Koller, Michael Frisbee, Abigail Peterson, Luis Rivera**

- I. Call to order: 7:40 pm**
- II. Pledge of Allegiance: Recited**
- III. Public Comments: None**
- IV. Friends Report (M. Marrero)**
 - **10/23/19 7:00 Annual Meeting
7:30 Presentation: Haunted Objects” by Linda Zimmerman.**
 - **10/20/19 12:30-3:30 Bag of Books Sale**
 - **Membership Drive continues for year 10/1/19-9/30/20**
 - **FOML is donating \$2800.00 to the Moffat Library from proceeds from the book store for this past 12 months. Donation will be presented to the library at the Friends Annual Meeting on October 23. The donation will be designated for a yearly renewal of the Ancestry.com program and other Youth/Adult programming.**
 - **11/16/19 Street of Shops Trip in Pennsylvania**
- V. Disposition of Minutes (B. Fitzpatrick) – 9/1/19 Motion to accept Minutes made by James Casazza, 2nd by Robert Borrebach. Minutes accepted 7-0.**
- VI. Fiscal Officer’s Report (L. Rivera)**
 - A. MOTION # 1-100319 – “To accept the Fiscal Officer’s Report for the period ending 9/30/19 as submitted” Tabled**

B. **MOTION # 2-100319** – “To approve the Operating Expenses warrant for the period of **9/1/19-9/30/19** in the amount of_____.”
Tabled

C. **MOTION # 3-100319** – “To approve the Carriage House Capital Project Expenses warrant for the period of **9/1/19-9/30/19** in the amount of _____.” **Tabled**

VII. Director's Report (C. McCrossen) See Attached (Highlights)

- Audit & Finance Committee looked at Audit proposals. Recommend to appoint Nugent & Haeussler, P.C. at \$10,500 annually. Other proposals were the same amount and higher.
- Crack in Tiffany window: Contacted Kevin Morgan of Chapman Stained Glass - lead was inserted to correct issue.
- Shelving is all fixed.
- Denise is updating obituaries' notices from the OC Post – Useful genealogy tool.

“Motion to approve the installation of new lights to illuminate the Belcher window at no cost to the Library” made by James Casazza. 2nd by Ruth Manyin. Motion approved 7-0.

VIII. Standing Committee Reports

A. **Personnel Committee Report (B. Koller) None**

B. **Audit & Finance Committee Report (L. Rivera) None**

C. **Operational / Policies Committee Report (M. Frisbee) None**

IX. Ad hoc Committee Reports

A. **6 W Main Building/Carriage House Committee Report (J. Casazza/R. Manyin)**

- New doors received and installed. Most of the interior painting is done. Insulated heat ducts, replaced staircase, rectified and made the heat unit accessible. Need to install drop ceiling and move clock in to do the restoration.

- Definition of accessory building needs to be defined as ‘subuse includes shed, garage and private playhouse.’ James Casazza will address with acting building inspector, Joe Bucco (Mayor).

X. Unfinished Business

A. (Ad hoc) Strategic Planning Committee:

Committee members formed: Mary Ann Marrero, Kelly Lynch-Moloney, Ruth Manyin, Jeanne Versweyveld, Abigail Peterson, Victoria Drake

Invite BG Commerce members, Standback members. Ask Abigail Peterson if she would like to chair the committee. Jeanne Versweyveld will chair if Abigail Peterson does not.

B. Standing Committees – Procedure/Reporting Document.

(Tabled)

XI. New Business

- A. **MOTION #4-100319:** The Board of Trustees of the Moffat Library resolves to appoint Nugent & Haeussler, P.C., to audit the Library’s FYE June 30, 2019 financial statements and prepare the NYS Annual Update Document.
Motion made by James Casazza, 2nd by Beth Fitzpatrick. Motion accepted 7-0.
- B. **MOTION # 5-100319:** The Board of Trustees of the Moffat Library resolves to accept/not accept the Ramapo Catskill Library System 2020 Budget, as presented. **Tabled**
- C. **Motion # 6-100319:** Charter amendment resolution. Motion made by Ruth Manyin, 2nd by James Casazza. Resolution accepted 7-0.

XII.Public Comments None

XIII.New Business: Barbara Koller resigned from the Board as of 10/3/19. Jim Amend will be asked to fill her position on the board.

XIV.Adjournment: Motion made by James Casazza, 2nd by Jeanne Versweyveld. Motion accepted 7-0. Meeting adjourned at 9:01pm.

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