

Moffat Library Board of Trustees
Board Meeting Minutes
5/6/21 at 7:00 PM
Via Zoom

PRESENT: Trustees: James Casazza, Luis Rivera, Tanya Bray, Victoria Drake, Jim Amend, Robert Borrebach, Jeanne Versweyveld, Beth Fitzpatrick, Ruth Manyin
ABSENT: Dennis Barnett
FOML: Mary Ann Marrero
Director: Carol McCrossen
Assistant to Director: Joanne Deluca

2021 Library Trustee Election 5/11: Four 5 year terms – Information Session 7:00pm. Guests: Patricia McBain, Sheila McGroddy, Sueanne Vogelsberg.

I. **Call to order:** 7:12 pm

II. **Pledge of Allegiance:** Recited

III. **Friends Report** (M. Marrero)

- Book Sale: June 5th (Rain Date 6/12). \$5.00 BYOB
- FOML was invited by the Friends of Libraries Section of NYLA to join a webinar describing the events hosted by the FOML during the pandemic.

IV. **Disposition of Minutes** (B. Fitzpatrick) – 4/1/21 Motion made by Luis Rivera, 2nd by Tanya Bray. Motion accepted 8- Yes, 0-No, 1- Abstain.

V. **Fiscal Officer’s Report** (L. Rivera)

A. **MOTION # 1-050621** – To accept the Fiscal Officer’s Report for the period ending 4/30/21 as submitted made by Luis Rivera, 2nd by Jeanne Versweyveld. Motion accepted 9-0.

B. **MOTION # 2-050621** – To approve the **Operating Expenses** warrant for the period of 4/1/21-4/30/21 in the amount of \$112,892.00 made by Luis Rivera, 2nd by Jim Amend. Motion accepted 9-0.

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

- Stage 5 opening of library plan is being drafted.
- Received proposal for Carriage House on 5/6, will review.
- Pandemic Response Plan: Trustees to review before next meeting.
- Revamping Moffat website to make it more user friendly.

VII. Standing Committee Reports

- A. **Audit & Finance Committee Report** (L. Rivera) No Report.
- B. **Personnel Committee Report** (J. Casazza) No Report. Dennis Barnett & James Casazza met with, Carol McCrossen. (Director's Review)
- C. **Policies Committee Report** (B. Borreback) No Report.
- D. **Capital Project & Facilities Management Committee** (J. Casazza/R. Manyin) No Report.

VIII. New Business

- A. **Wireless Use Policy**– Revised draft distributed – review & discussion (Policies Committee). Motion to accept policy made by Robert Borreback, 2nd by Ruth Manyin. Policy accepted 9-0.
- B. **Electronic Communications Devices Policy** – Revised draft distributed – review & discussion (Policies Committee). Motion to accept policy made by Robert Borreback, 2nd by Ruth Manyin. Policy accepted 9-0.
- C. **Word Processing Computer Policy** – Recommend deletion - review & discussion (Policies Committee). Motion to accept policy made by Robert Borreback, 2nd by Victoria Drake. Policy accepted 9-0.
- D. **Pandemic Response Plan** – Review & discussion. Motion tabled until next meeting.

IX. Public Forum (on non-agenda items only): limited to 2 minutes per person

X. Adjournment: Motion to adjourn meeting made by Jeanne Versweyveld, 2nd by Luis Rivera Motion accepted and meeting adjourned at 7:54pm.

Respectfully Submitted

**Beth Fitzpatrick, Secretary
Moffat Board of Trustees**